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SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

January 8, 1974

Proceedings of the regular meeting of the San Francisco Public Library Commission held January 8, 1974, in the Commissioner's Room, Main Library.

The meeting was called to order at 3:45 by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Lisle, Malone, McDonnell, Stern, and Dr. Starr. Commissioner Day was excused. Commissioner Tournatu was absent.

It was moved by Commissioner Lisle and seconded by Commissioner McDonnell that the minutes of the December meeting be approved as submitted. There being no objection, it was so ordered.

ACTING CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. Due to non-approval of the ventilation for Technical Services Department, it was arranged by the Board of Supervisors to have another hearing with the Finance Committee in hope of a new decision. It is urged that people be contacted to attend the hearing in showing the strong necessity for this ventilation system.
2. Louise Zuckerman was introduced and welcomed as the new Administrative Assistant in the City Librarian's Office.
3. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the Chinatown Branch be closed early, at 5 pm on Tuesday, January 22, 1974 in recognition of the Chinese New Year's Eve.
4. There was discussion of the possibility that, as of February 1, the free public films program will be eliminated due to budget cutbacks, a great loss, since these programs have been quite effective and well liked. Announcements are to be postponed until investigation by President Callanan is complete.
5. Chief Assistant Clerk of the Board of Supervisors advised that it is too late to be on the June 1974 ballot for a library bond issue.
6. Five thousand envelopes must be replaced after the sales of SFPL Christmas cards, and also the California State Tax of 5-1/2% is to be paid. Net profit if these sales was \$258.71.
7. Ann Kincaid reported that closing any of the branches would be of minimal effect to reducing the Library budget expenses.
8. A good point of discussion was the possibility of attaining a bond issue for improving conditions such as lighting, ventilation, and the stacks, to help maintain the building for at least another decade. Commissioner Stern thought Dr. Starr's suggestion "Mini-bond issue" would probably be as difficult to attain as a major bond issue due to the tightness of funds, and Commissioner Callanan suggested that expense statistics be compiled

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before the project be explored in detail. Commissioner Lisle noted that comments and advice from any concerned section would be appreciated. And Commissioner Malone suggested that the present cost be compared with new cost, considering each one's total expenses.

9. Linda Crismond gave an interesting report on Computer Library Services, Inc. (C.L.S.I.) who have produced a mini-computer, effective to the circulation control. It handles the front desk processes of checking books in and out, printing over-due notices and invoices, records circulation of books and patron population, and keeps a more accurate delinquent file. It also controls the reserve list, who has the book, who gets it next, and when it will return. The only problem involved would be converting our present system to the computer system, which will involve time and effort, but may seem well worthwhile once it is accomplished. A meeting will be held at the Marin County Library Headquarters at the Civic Center Administration Building in San Rafael on Friday, January 18, at 2:00 pm, followed by the computer display.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Two new projects that should be completed within six months, include the renovation of the Main Floor, Men's public restroom, and placing railings in front of the Main Library.
2. A restriction has been placed on the use of City Vehicles due to the energy crisis--shortage and cost of fuel, as well as cost of maintenance and repair.

FRIENDS OF THE LIBRARY REPORT
MR. DAVID K. YAMAKAWA, JR.

1. The Friends of the Library rejected the idea of closing branches when only one librarian is on duty. Mr. Yamakawa stated that though one employee is not sufficient, maintaining regular hours is necessary in order to keep the public's faith in the Library. The Friends have asked the Commission to re-evaluate the situation and consider another alternative.
2. Foote, Cone, and Belding have begun a statewide campaign in California to increase the public's awareness of the Library's free services and it is noted that Lyn Helling and Grace MacDuff have been outstandingly helpful for this cause. Mrs. MacDuff raised several questions regarding the seriousness of the budget decrease. "What will we tell our patrons to inspire them to write City Hall for the continuation of certain programs, etc.?" "What is the Library's percentage of 'hardknocks' from the tax cutback in relationship to the other City programs, and does the Library have any priorities to funds?" It is necessary to be informed of the exact figures of the cuts and at present the Advisory Committee is reviewing the situation. Commissioner Stern suggested there be a session to discuss and hopefully solve this crucial problem.
3. Invitation was extended to attend the Friends of the Library meeting on February 20 at 5 pm.
4. Library Week is coming in April with the Annual Book Sale.

MAIN LIBRARY COMMITTEE
COMMISSIONER LESLIE LISLE

No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the expenditures from the Fuhrman Fund for the purchase of books for the month of December, 1973 in the amount of \$1,769.48 be accepted.
2. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #703

RESOLVED, that the Library Commission hereby authorizes the attendance of Dr. Kevin Starr at the Mid-winter Conference of the American Library Association in Chicago, Illinois on January 20-25, 1974; his expenses to be paid out of the regular library travel budget as travel funds permit.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #704

RESOLVED, that the Library Commission hereby authorizes the attendance of Vivian Kobayashi, Librarian, Western Addition Branch, to attend Japanese language class at Soko Gakuen in San Francisco; her tuition expenses to be paid out of state funds.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #705

RESOLVED, that the Library Commission hereby authorizes the attendance of Tom Fowler at the Mid-winter Conference of the American Library Association in Chicago, Illinois on January 20-25, 1974; his expenses to be paid out of state travel funds as such funds permit.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #706

RESOLVED, that the Library Commission hereby authorizes the attendance of Janice Broussard, Connie Suez, Geraldine Griego, Richard Kohler, Bonnie Lum, Even Brown, Jimmie Raine, and Rosemary Bidelow to

attend a workshop for library assistants sponsored by special libraries associations and the library science program of the University of San Francisco on January 24 and 25 at the University of San Francisco; registration expenses to be paid from state funds.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #707

WHEREAS, the California State Library has available Federal Library Services and Construction Act funds for the extension and improvement of public library services both to geographical areas and to groups of people without adequate services; and

WHEREAS, the San Francisco Public Library is desirous of making application to the State of California for funds to extend and improve services to the people of San Francisco; therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept Federal funding for 1974-75 as provided by such grants as approved by the State of California; and, be it

FURTHER RESOLVED, that this approval shall entail no financial contribution by the City and County, nor commit the City and County to continuance beyond the period covered by said grant funds.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #708

WHEREAS, the San Francisco Public Library has been receiving funds since 1967 under the Library Services and Construction Act administered by the California State Library for the operation of its reference demonstration project, the Bay Area Reference Center, and

WHEREAS, the San Francisco Public Library has been named one of two Regional Resource Centers in California under the Library Services and Construction Act due to its successful operation of the above reference project; now, therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept funding for 1974-75 to be applied to the Bay Area Reference Center; and, be it

FURTHER RESOLVED, that this approval shall entail no financial contribution by the City and County, nor commit the City and County to continuance beyond the period covered by said grant funds.

8. It was moved by Commissioner McDonnell, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #710

RESOLVED, that the Library Commission hereby authorizes the attendance of Karey Mehner at the Pacific Southwest Regional Festival of the Puppeteers of America at the Huntington-Sheraton Hotel in Pasadena, February 15-19, 1974; travel expenses to be paid out of state funds as such funds permit.

9. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #711

WHEREAS, the Board of Supervisors of the City and County of San Francisco has urged the Library Commission to introduce a Request for Supplemental Appropriation in the necessary amount for the purpose of hiring a Library Technical Assistant I and a Junior Clerk to operate the Talking Books Service, now therefore, be it:

RESOLVED, that the Library Commission hereby approves this request and directs the Acting City Librarian to submit a Request for Supplemental Appropriation in the amount of \$6,951.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER WILLIAM D. MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #702

APPROVAL, non civil-service, temporary, and recertification of temporary appointments made during the month of December, 1973. (See attachment.)

2. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #700

WHEREAS, Mrs. Alice Crocker has been employed by the San Francisco Public Library for the past thirty-six years, and

WHEREAS, Mrs. Alice Crocker is retiring on February 5, 1974, now, therefore, be it

RESOLVED, that we as members of the San Francisco Public Library Commission recognize and appreciate the excellent and cooperative service that she has rendered to the citizens of San Francisco. The talent and ability that she has demonstrated in the performance of her assignments has contributed greatly to the growth of the San Francisco Public Library. She will be greatly missed by fellow staff members and the public alike.

FURTHER RESOLVED, that we join together in wishing her many years of health and happiness.

Commissioner Stern expressed the Friends' gratefulness to Alice Crocker for her years of fine work and assistance, and also hoped that Mrs. Crocker would consider joining the Friends of the Library.

LIBRARY EXTENSION
COMMISSIONER MADLYN DAY

No report.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER EVELYN TOURNABU

In the absence of Commissioner Tournabu, it was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that the Library's Public Relations Activities Report for the month of December be accepted.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern stated the importance of having our library events listed in local papers, as it has been shown effective for Park and Recreation. David Belch has submitted materials with request, but still awaits reply.

It was moved by Commissioner Malone that Election of Officers be held until the next meeting due to the absence of two members. There being no objection, it was so ordered.

The meeting adjourned at 5:25. The next meeting is scheduled for Tuesday, February 5, 1974.

Respectfully submitted,



GEORGE CERASI
Secretary, Library Commission

January 8, 1974

RESOLUTION NO. 702

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the Acting City Librarian for the month of December, 1973, be approved:

1402 Jr. Clerk

David Lofting

2714 Janitor

Jose Morales

1422 Jr. Clerk Typist

Mehr Khan

3602 PT Page

Edwin Ford

Penny Grigsby

1424 Clerk Typist

Yoshiko Bakhtiary

3602 FT Page

Martin Dougherty

1444 Clerk Stenographer

Dale Richardson

3630 Librarian I - PT

Charlene Chambliss

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1422 Jr. Clerk Typist

Nancy MacDuckston

Ross Payson

3602 PT Page

Scott Yellin

3602 FT Page

Jane Taylor

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COMMISSION MEETING

Minutes

February 5, 1974

Proceedings of the regular meeting of the San Francisco Public Library Commission held February 5, 1974, in the Commissioner's Room, Main Library.

The meeting was called to order at 4:10 by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Van der Lieth, Malone, McDonnell, and Stern. Commissioner Tournahu-absent. (Madlyn Day-resigned.)

Congratulations were expressed to Elsie Lisle Van der Lieth and her husband, upon their recent marriage, wishing them many years of happiness and good fortune.

President Callanan congratulated Commissioners McDonnell and Stern for their reappointment to the Library Commission and stated the Commission's appreciation of their hard work and dedication.

Ernest J. Gaines was congratulated on his appointment by the Mayor to the Library Commission of last week and was asked to sit with the Commission for this meeting.

Secretary Cerasi advised the Commission that Item #7 of Dr. Starr's report of the January 8, 1974 minutes should be corrected to read: "In the absence of Karen Scannell, Chief of Branches, Ann Kincaid reported that there were only two occasions on which libraries had to close during December due to inadequate staffing. In both instances the branches involved were two floor branches which would need four staff members to provide adequate coverage."

Also, an ammendment was made for Item #1 of the same report to read as such: "The Supplemental Appropriation Request for ventilating Technical Services Department and moving the printing operation was re-referred to the Finance Committee by the Board of Supervisors at their meeting of January 7th. New information as to the final disposition of Local 400's litigation on this subject was cited as the reason. Since the Finance Committee had previously disapproved the request, this action presents another chance to convince them of its necessity."

It was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that the January minutes be accepted as ammended. There being no objection, it was so ordered.

ACTING CITY LIBRARIAN'S REPORTDR. KEVIN O. STARR

1. Linda Crismond reported that there are sufficient monies in the budget and budget request to begin the C.L.S.I. computer for the circulation system, but that transfer of funds would be necessary. Transfer would begin with a re-allocation of \$44,000 and total expense is expected to reach \$102,000. The system should be present in the Main Library by May, 1974, and in operation by August, 1974. 'Phase 2' brings the system to six major branches in the spring of 1975, and eventually 'Phase 3' will include twelve more branches.

It was moved by Commissioner Malone, seconded by Commissioner Van der Lieth, and unanimously approved that the following resolution be adopted:

RESOLUTION #714

RESOLVED, that the Library Commission hereby authorizes the reallocation of funds approved by the Commission for the C.L.S.I. circulation system.

Letters of intent for Federal Funds have been submitted for renewal of the Early Childhood Education Project and the Regional Resources Project (BARC). Funds also have been requested for four new programs: Intercomputer-Interlibrary Loan; Extension Service to the Handicapped and Institutionalized; a Video Resource Center; and a Computer Information Center. Fund requests total \$774,902.

A new pilot project, BOOKBRIDGE, sponsored by SFPL and the Friends of the San Francisco Public Library will have volunteers take materials to shut-ins, beginning in the Golden Gate Valley Branch area. The project will begin around March of this year.

The library film program will reappear, hopefully in March, 1974, and an A-V Technician will join the staff under EEA in July, 1974.

On behalf of a special task force, Miss Morris presented a recommendation that two policies for the children's borrowing procedures be changed, to remove the fear of punishment and attain, instead, a feeling of responsibility among the children who use the library. The new procedures will begin during National Library Week and will run for a one year trial.

It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #715

RESOLVED, that the Library Commission hereby authorizes that fines on overdue Children's materials, the fees for reserving Children's materials, and the ten cents fine on lost transaction slips all be eliminated.

William Ramirez introduced the recipients of the Higher Education Act Fellowship, Tillie Jang, Albert Spence, and Frank Pinell. The Commission wished them well in their studies and careers.

Remodeling of the Lurie Room begins about February 28, 1974. The room will not be used for 60 days, and will hopefully be finished when National Library Week begins.

SECRETARY'S REPORT
MR. GEORGE CERASI

Mr. Cerasi read parts of the Amending Section 8.16 of the San Francisco Administrative Code stating that all agendas of each board, commission, or committee meeting be filed with the City Librarian at least 24 hours prior to such meeting, and in addition, minutes of all such meetings must be submitted by the secretary to the City Librarian within five days after such meeting. The City Librarian shall retain such copies of agendas and minutes for a minimum period of ninety days.

- Mr. Cerasi thanked the Friends of the San Francisco Public Library for the gift of office furniture.

FRIENDS OF THE LIBRARY REPORT
MR. DAVID YAMAKAWA, JR.

In the absence of Mr. Yamakawa, Miss Mary Louise Stong, President of the Friends, gave the following report.

- Crocker National Bank donated \$3,000 to the state-wide campaign, "There's More to Libraries Than Meets the Eye," which will cover total expenses for one TV telespot.
- Mr. Tatarian, Director of Public Works has agreed to place two Main Library directional signs on Van Ness Avenue.
- Reported from this year's Presidential Budget, the Construction Act provides \$25 million and the Library Partnership Act supplies funding for \$15 million.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSTE LISLE VAN DER LIETH

It was decided that the staff make recommendations for the necessary alterations to increase the usage of extra space in the library, such as installing additional shelves. Recognition was given to the library staff for their fine work, despite the occasional lack of funding. A more detailed report will soon be compiled for the Commission's consideration.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER McDONNELL

It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern, and unanimously approved that the expenditures from the Fuhrman Fund for the purchase of books for the month of January, 1974 in the amount of \$1,186.88 be accepted.

It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #713

RESOLVED, that the Library Commission hereby authorizes the acceptance from the Friends of the San Francisco Public Library the anonymously donated gift of office furniture consisting of ten desks, fourteen chairs, and two phone stands, the approximate value being \$5,000.

- Plans regarding Minority Recruitment are still being held up until the Civil Service report is received.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER MALONE

It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #712

APPROVAL, non-Civil Service, temporary, and recertification of temporary appointments made during the month of January, 1974. (See attachment)

LIBRARY EXTENSION
COMMISSIONER DAY

No report.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER TOURNAHI

No report.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER STERN

Prior to the Commission meeting, Dr. Melton Delaney, II, O.D. demonstrated an electronic visual aid which was donated to the library by the Bay Area Low Vision Clinic and Pelco Sales, Inc. This system screens and magnifies reading material from 8 to 40 times the size of the actual print, and transmits this onto a 17" closed circuit television. This equipment is entirely designed to aid those people unable to read regular print having low vision. To answer Commissioner Stern's question, Mr. Ramirez noted that the device will be placed in the Newspaper Department on the third floor of the Main Library. Mrs. Stern expressed how greatly pleased she was that this contribution can help reach more people with increasing facilities. It was moved by Commissioner Van der Lieth, seconded by Commissioner McDonnell, and unanimously approved that the City Librarian properly thank Pelco and the Clinic for this valuable gift.

ELECTION OF OFFICERS

President Callanan declared that nominations were in order for Commission Officers for the 1974 term.

Commissioner McDonnell nominated Commissioner Callanan for the office of Commission President. The nomination was seconded by Commissioner Van der Lieth. Commissioner Callanan was declared President by unanimous action.

Commissioner Malone nominated Commissioner Stern for the office of Commission First Vice-President. The nomination was seconded by Commissioner Van der Lieth. Commissioner Stern was declared First Vice-President by unanimous action.

Commissioner McDonnell nominated Commissioner Van der Lieth for the office of Second Vice-President. The nomination was seconded by Commissioner Malone, Commissioner Van der Lieth was declared Second Vice-President by unanimous action.

It was moved by Commissioner McDonnell, unanimously seconded and approved that nominations for Commission Officers be closed.

COMMUNICATIONS

Communication dated January 24, 1974 from Mr. Henry Schindel, Chairman of Visitation Valley and Sunnydale Neighborhood Coordinating Council invited the Library Commissioners to its meeting February 14, 1974 at the Visitation Valley Elementary School at 12:15 p.m.

Linda Crismond extended an invitation to attend a C.L.S.I. demonstration of the computer system to be held at the Main Library on Friday, February 22, beginning at 9:00 a.m.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 p.m., Tuesday, March 5, 1974.

Respectfully submitted,



GEORGE CERASI
Secretary
San Francisco Public Library Commission

February 5, 1974

RESOLUTION NO. 712

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the Acting City Librarian for the month of January, 1974, be approved:

1422 Jr. Clerk Typist
Rayfield Ragler

3602 PT Page
Tom Yin Jr.

3602 PT Page
Richard Carrara
Howard Chan
Helen De Michiel
Scott Dunlap
Roger Karp

3616 Lib. Tech. Asst. I
Thomas Noronha

3630 Librarian I
Suzanne Lo
Marcia Schneider

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1422 Jr. Clerk Typist
Laurie McGee

3602 PT Page
Winfield Jung
Robert Kaufman
Helen Sollie
Mildred Tsen

3602 PT Page
Larissa Dotson

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SAN FRANCISCO PUBLIC LIBRARY

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SPECIAL COMMISSION MEETING

Minutes

February 13, 1974

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Proceedings of the special meeting of the San Francisco Public Library Commission held February 13, 1974 in the Commissioner's Room, Main Library.

The meeting was called to order by President Callanan at 3:45 p.m.

On roll call, the following were noted present: Commissioners Callanan, Van der Lieth, McDonnell, and Stern. Commissioner Malone-excused.

Dr. Kevin Starr, Acting City Librarian submitted a suggested budget adjustment due to the Mayor's recommendation to cut the proposed 1974-75 Budget by roughly \$2 million. Dr Starr showed that the only possible cuts would be mainly from the purchasing of books, periodicals, and the elimination of the McNaughton Plan.

Commissioner McDonnell stated that as Commissioners and trustees of the San Francisco Public Library, we submitted a budget which was demanded by our obligations to serve the people of San Francisco and to preserve the resources entrusted to our care. Under no circumstance can we accept irrational cuts involving the purchase of books and periodicals. Nor can we continue to allow personnel to work in the condemned quarters at 45 Hyde Street. Nor can we take responsibility for injury and insult to patrons for lack of security. Nor can we assume responsibility for a lack of burglar and fire alarm systems at all the branches. The proposed budget cut of Mr. Grubb, the Administrative Assistant to the Mayor, would reduce San Francisco to a second rate library and could also disqualify San Francisco of being a part of the Bay Area Reference Center system. It is practically asking the Library to be shut down.

The audience, consisting of many staff members, and concerned citizens was asked to make their comments or suggestions regarding the budget cut. One of the most effective forces to be considered on this subject is the voice of the public. It was then suggested that flyers, such as FREE, contain factual information regarding the budget cut. Each flyer would supply a blank form to be filled out and sent to the Mayor's Office, giving discontent of the insufficient funding that takes away the whole cause of our Library.

Because the Library constantly needs improvement in practically all departments, too many to list, the audience unanimously agreed that a cut in the proposed budget cannot be accepted if the Library is sincerely expected to operate adequately.

It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #716

RESOLVED, that the Library Commission hereby reject the figures of the Mayor's Office and resubmit the original 1974-75 Budget with the additional item of upgrading 45 Hyde Street (Annex Building) to suitable working conditions.

A date will be arranged for next week when the Library Commission and Friends of the Library will meet with the Mayor to discuss this crucial operation.

There being no further discussion, the meeting was adjourned at 5:05 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "George Cerasi".

GEORGE CERASI
Secretary
San Francisco Public Library Commission

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SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

SAN FRANCISCO
PUBLIC LIBRARY

March 5, 1974

Minutes

Proceedings of the regular meeting of the San Francisco Public Library Commission held March 5, 1974, in the Commission Room, Main Library.

The meeting was called to order at 3:50 PM by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Van der Lieth, Stern, McDonnell. Commissioner Malone-excused.

It was moved by Commissioner McDonnell and seconded by Commissioner Stern that the minutes of the February meetings be approved. There being no objection, it was so ordered.

ACTING CITY LIBRARIAN'S REPORTDR. KEVIN STARR

1. Dr. Starr informed the Commission of the City Employees strike expected to occur Thursday for the purpose of demanding higher salary, and he stated that the Library Administration respects their cause.
2. Mr. Ben F. Gaines, retired Public Relations Officer for the San Francisco Airport, spoke on the plans of the National American Red Cross who, in alliance with Federal and State Offices of the Aging, are organizing information centers in San Francisco to provide elderly, blind, or disabled persons with better knowledge of their entitled benefits. Mr. Gaines' request of the Commission was for the use of space in branches to conduct their program. The program, expected to last from late March-early April to early May, will have volunteers interviewing and passing out materials and questionnaires to eligible people. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the request be granted.
3. Dr. Starr announced that he has granted permission for the temporary use of the Assistant City Librarian's Office by the San Francisco Bi-Centennial Committee.
4. Dr. Starr has been invited to give National Library Week lectures at the University of California at Santa Barbara's Library and at the Sacramento City-County Library.
5. The revised 1974-75 Library Budget was presented to the Commission by the City Librarian with changes made from an overall 11% cut to a 2% cut. The McNaughton Plan, Book Binding, and Subscriptions are restored. Commissioner Stern reiterated her opinion that it is of paramount importance that CLSI be in the proposed budget. It was stated that the CLSI computer system for the Main Library is in the budget request. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved that this proposed 1974-75 Library Budget be accepted for submittal to the Mayor's Office. Commissioner Stern commended Dr. Starr on his excellent presentation to the Mayor last month with the previously proposed budget.
6. Mr. David Murphy Personnel Officer, stated that requisitions for clerical posi-

tions were being held in the Mayor's Office.

7. The Controller's Office has withheld unencumbered balances of equipment and capital improvement programs and have transferred these funds to a Reserve account. The Library lost \$92,863 from the 1973-74 budget: \$45,000 from Branch Improvement; nearly \$10,000 from Equipment purchases in process; and \$38,000 from the original charge out system (not CLSI). These funds are to help finance next year's deficit.
8. Mrs. Karen Scannell presented the proposed changes in Branch Hours which extends hours in two branches and reduces hours at two other smaller branches in that same cluster. Bernal Branch hours are increased by requests of the patrons; and Portola Branch will be closed Monday, but will be open for full hours on Saturday. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the proposed branch hour changes for Excelsior, Visitation Valley, Merced, and Ocean View Branches be accepted on a three month trial, with a six month trial given to the Portola Branch.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi has been informed by the City Treasurer that a \$10,000 U.S. Treasury Bond from the Fuhrman Fund has matured. Commissioner McDonnell will bring up its reinvestment in the Budget and Operations Committee Report.

It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern and unanimously approved that the Library Administration Reports be accented.

FRIENDS OF THE LIBRARY REPORT
MR. DAVID YAMAKAWA, JR.

1. Much of the Friends' time is now being spent on the preliminary arrangements and organization for the Annual Book Sale in National Library Week.
2. Laura Rauch, a part time secretary in the Friends Office, passed away last month. The Friends of the Library, at sorrow for her loss, were honored that she remembered them in her will with a gift of \$1,000. Ms. Rauch worked in the Friends Office for eleven years.

MAIN LIBRARY REPORT
COMMISSIONER VAN DER LIETH

Mr. Ramirez and staff are working on a report for next meeting.

BUDGET AND OPERATIONS COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL, SJ

1. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the expenditures from the Fuhrman Fund for the purchase of books for the month of February, 1974 in the amount of \$27,533.00 be accepted.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the matured \$10,000 U.S. Treasury Bond be reinvested at the highest interest rate as soon as possible.
3. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #717

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilda Perelman at the National Conference of Librarians for the Blind and Physically Handicapped in Washington, D.C., May 13-16; travel expenses to be paid out of state funds as such funds permit.

4. It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #718

RESOLVED, that the San Francisco Public Library Commission hereby approves a request to reappropriate surplus of \$17,545 from Retirement Allowance and \$5,000 from Book Appropriation to off set deficits in the following appropriations: Personal Services (Overtime, \$500; Temporary Salaries, \$2,000); Contractual Services (Local Carfare, \$100; Telephone, \$500; Postage, \$1,500; Scavenger Service, \$100; Window Cleaning, \$95; Rental of Office Machines, \$1,200); Material and Supplies (Tires and Tubes, \$100; Printing Supplies, \$200; Photographic Material, \$1,500; Transaction Slips, \$6,050; Catalog Cards, \$3,000; Toiletries, \$700); Revolving Funds, \$5,000.

5. It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #719

RESOLVED, that the San Francisco Public Library Commission hereby approves an increase in Revolving Funds from \$5,000 to \$10,000 to better facilitate payments for purchasing of books.

6. The Civil Service Sub-Committee will present their report to the Affirmative Action Committee on Tuesday morning, March 12, 1974. (Note: This meeting was postponed until March 26, 1974.)

PERSONNEL AND STAFF RELATIONS
COMMISSIONER WILLIAM M. MALONE

- L. In the absence of Commissioner Malone, it was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #720

APPROVAL, Non-Civil Service, temporary, and recertification of temporary

appointments made during the month of February, 1974. (See attachment)

Mr. Ernest J. Gaines and Mrs. Dorothy M. Casper are to be sworn into the Library Commission on March 6, 1974. Until the new Commissioners are attending the meetings, the Library Extension Report and the Community Affairs Committee Report are postponed.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. The Committee on remodeling the Lurie Room has decided on the drapery material and carpeting. There has been no publicity concerning the remodeling plans at the request of the Lurie family.
2. Mrs. Stern felt it most unfortunate that the Performing Arts Center was proposed for the Marshall Square site, as it is known that the Public Library has wanted this site for quite some time to build a new library.

It was moved by Commissioner Van der Lieth, seconded by Commissioner McDonnell, and unanimously approved that the reports of the Standing Committees be approved.

LIBRARIAN'S GUILD
MRS. JOAN DILLON

Mrs. Joan Dillon expressed the Librarian Guild's appreciation of the Commission's action on providing for adequate staff in the branches for public service and public safety. She expressed their particular thanks to Commissioner McDonnell and to the Friends for their endorsement of that principle.

COMMUNICATIONS

Lucile Mohr, who was a former Library Commissioner, passed away February 22, 1974. The Friends are hoping to start a memorial fund in her name out of gratitude for her devoted service. The Library Commission offered space at the Main Library for use by her family for Memorial Services.

It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #721

IN MEMORIAM

WHEREAS, Lucile V. Mohr, throughout a long and distinguished career, devoted her energy, ability, and vitality to the betterment of the beloved City of San Francisco, and

WHEREAS, Lucile V. Mohr inspired all those with whom she came into contact by blending her dedication to family and community into a harmony of success in both spheres, and

WHEREAS, Lucile V. Mohr, through her example of unselfishness, contributed to the advancement of the social fabric that is San Francisco by her activities in such diverse organizations as the Salvation Army, Forest Hill Association, Parent Teachers Association, Presbyterian Church, League of Women Voters, Friends of the San Francisco Public Library, to mention only a few, and

WHEREAS, Lucile V. Mohr served with extraordinary distinction on the San Francisco Public Library Commission for over a quarter of a century and shall be remembered by her numerous colleagues on this Commission over the years as a cheerful and sagacious woman of charm who loved the world of the written word, and

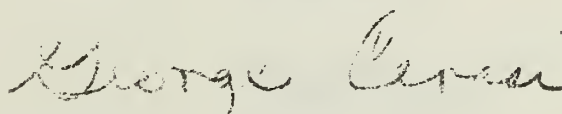
WHEREAS, Lucile V. Mohr's death was received with profound sorrow by the members of this Commission.

NOW THEREFORE BE IT RESOLVED, that the members of this Commission, on behalf of the staff and, indeed, all the citizens of San Francisco do hereby extend to J. Henry Mohr, Lucile's husband of more than half a century, and the other members of her family, most sincere sentiments of sympathy on her passing, and

BE IT FURTHER BESOLVED that this meeting is adjourned in silent tribute to her memory.

The next regular meeting is scheduled for Tuesday, April 2, 1974.

Respectfully submitted,



GEORGE CERASI
Secretary
San Francisco Public Library Commission

March 5, 1974

RESOLUTION NO. 720

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the Acting City Librarian for the month of February, 1974, be approved:

1422 Jr. Clerk Typist
Janet McCandless

3602 PT Page
Lawrence Chan
Frank Donahue
Guillermo Elizalde
Steve Erickson
Mark Kashevaroff
Naoko Koike
Amy Lee
Michael Mak
Walter Simmons
Monica Sullivan

3602 PT Page
Margaret Tom
David Toy
Gordon Wong

3611 Library Asst.
Israel Cannon

3630 Librarian I - PT
Sue Campbell
Margaret Pavelski

3630 Librarian I
Ruth Thompson

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page
Julie Costanzo
James Gettys
Steven Hom
Daphne Kay
Patrick Kennedy
Cassandra Lee
Julie Minor
Michael Perdue
Anne Tassone

3602 PT Page
Bernard Washington
Roberta Won

3610 Library Asst. PT
Charles Breda
Frank Davis

7302 Audio Visual Tech.
James Shugart

APR 17 1974

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

SAN FRANCISCO
PUBLIC LIBRARY

April 2, 1974

Proceedings of the regular meeting of the San Francisco Public Library Commission held April 2, 1974, in the Commission Room, Main Library.

The meeting was called to order at 3:45 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Van der Lieth, Stern, McDonnell, Gaines and Casper. Commissioner Malone - excused.

President Callanan welcomed new Commissioners Gaines and Casper.

It was moved by Commissioner McDonnell and seconded by Commissioner Stern that the minutes of the March meeting be approved. There being no objection, it was so ordered.

ACTING CITY LIBRARIAN'S REPORTDR. KEVIN STARR

1. Dr. Starr informed the Commission of the cuts in the Library's budget for the coming fiscal year, particularly the deletion of funds for the CLSI book charge out system. He gave a brief explanation of the CLSI for the benefit of the two new commissioners. He also explained that we have approximately \$400,000 in State grants at stake in this project. Commissioner Stern stated that retention of CLSI at this time is crucial to the whole future of the Library. Dr. Starr then stated that the total amount deleted from the budget is approximately \$129,000. Dr. Starr further inquired if the Commissioners wanted him to see the Mayor again regarding this matter before the budget goes to the Supervisors. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, to write a letter to the Mayor attempting to restore the CLSI project to the budget. Under the current system the loss of books from the Library per year amounts to more than the cost of the CLSI system.
2. Commissioner McDonnell requested information on the status of the Supplemental Appropriation Request to move the print shop and to ventilate the first floor of 45 Hyde Street. Mr. Williams of the City Librarian's office informed the Commission that the request is tabled in the Board of Supervisors Finance Committee pending final settlement of the litigation in the case. Though we have a copy of a proposed judgment, Judge Brown has not as yet made a final judgment and the Finance Committee will not act on our request until the case is settled.
3. Dr. Starr summarized his remarks made at a meeting with the Mayor on the Marshall Square issue. He stated that there is currently a growing interest in the Bay Area in the development of a consolidation of the major library reference resources (backed by local, State and Federal funding) that would involve a consortium of the San Francisco Public Library and the major university and college libraries of the Bay Area. Commissioner McDonnell stated that if we allow this Library to become a second class library we are not going to qualify for State and Federal grants. Commissioner

McDonnell also stated that the restoration of the CLSI project would cut down on the aforementioned loss of books per year.

4. Dr. Starr made the statement that this year the Supervisors are scrutinizing the budget down to the nickel and that we are having to fight against every cut being made.
5. In response to a question by Commissioner Stern, Mr. Williams stated that according to the latest schedule all departmental budgets would be out of the Mayor's office and to the Supervisors by April 15th. Publication of Notice of Public Hearing will be April 17, 18, 19 and the Budget Summary will be in the official newspaper April 20th. The Public Hearing will be Monday, April 22nd. Therefore, any attempts to re-instate any budget items must be completed before April 15th.
6. Dr. Starr asked Mrs. Elizabeth Joiner, Janitor Subforeman, to read a letter from the janitors to him asking that their transportation rate be increased from 25¢ to 50¢. She explained that the janitors are responsible for the cleaning of two and sometimes three branches and are only allowed the 25¢ bus fare from one branch to another. She explained that should the janitors choose to travel via Municipal Railway there would be a loss to the Library of 3,489 man hours as it takes longer to travel this way. President Callanan asked if funds could be transferred from elsewhere to cover this increase in mileage rates. Mr. Williams informed those present that the amount granted in this year's budget is the same as last year's, and that there are no other funds available. Mrs. Joiner also brought out that janitors sometimes run errands for the Library besides their routine cleaning duties. At 25¢ per trip, the janitors only get 5¢ per mile. Commissioner McDonnell inquired into the possible liability to the City should the janitors be involved in accidents while using their own cars. It was decided to send a letter to the City Attorney inquiring into the City's liability re janitors using their own cars on City business. The entire matter was referred to the Budget and Operating Committee for the next meeting by President Callanan.
7. Mrs. Scannell, Chief of Branches, distributed to the Commissioners the new schedule of hours for some of the branches.
8. Miss Morris, Coordinator of Children's Services, made a presentation of the upcoming "Week of the Young Child" series of lectures; the first lecture to be presented on April 4th by Dr. Richard Farson, author of a "Child's Bill of Rights". Miss Morris also reported on the progress of the Dial-A-Story Program and that it is being copied by other libraries with great success. Miss Morris also reported on the advisory councils for children, pre-school information and decision making for children.
9. Commissioner McDonnell inquired as to what was being done regarding publicity for the library. Mr. Belch informed the Commissioners that he sent out material to the press pertaining to Library activities. Acting City Librarian Dr. Starr stated he had visited the City Editors of the several newspapers and would continue to try to get additional publicity for the Library.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. \$10,000 of the Fuhrman Bequest Fund was re-invested in the Federal National Mortgage Association at 7-1/4%, due 9/10/31. Considering the discounts, the yield will be about 7-3/4%.
2. The job on the installation of railings in the front of the Main Library building has been awarded. The railings are being manufactured and are soon to be installed.
3. Discouragement was expressed over the cancellation of funds for the Men's Public Rest Room on the first floor of the Main Library. This is the only public rest room for men in the entire building. Over 3,000 people come into the Library each day. This rest room only has two cubicles, one urinal and one wash basin, and the room is in poor condition as a whole and very difficult to maintain. The public deserves better than this.
4. Received carpeting from the Friends of the Library and through the help of Commissioner Stern, office furniture from Levi-Strauss consisting of desks, chairs and file cabinets. A motion was made by Commissioner Stern, seconded by Commissioner Van der Lieth, and unanimously approved, to send a letter of thanks to Levi-Strauss.

FRIENDS OF THE LIBRARY REPORT
MARY LOUISE STONG

1. The Annual Friends of the Library Book Sale is scheduled for Friday, Saturday and Sunday, April 5, 6, and 7, 1974, with a preview on Thursday, April 4th. Admission to the preview will be \$3.00, members free. Admission to the sale is free. The sale is to be held in Polk Hall in the Civic Auditorium.
2. The Friends expressed their hope that the Marshall Square area can be obtained for the new Library. Commissioner Stern read an editorial from a 1909 San Francisco Examiner in which the Examiner supported the Marshall Square area for the Library. She stated that the matter was now one of the Library vs. the Performing Arts Center and that we should find out what the people really want. Commissioner Stern mentioned the fact that we have no concrete plans but that the Library is crucial to the life of the City. Commissioner McDonnell spoke of the recommendations in favor of the Library in the Arthur D. Little Company report. Dr. Starr once again mentioned the UC Consortium of Libraries and the possibility of tying in with the San Francisco Public Library. Commissioner Stern mentioned the fact of the lack of funds and that we depend on Federal and State grants to such an extent that we have no answer for the Mayor regarding the cost of the Library. Also, the fact that the Establishment is in favor of using Marshall Square for the Performing Arts Center and that the Library must make a strong fight for it. Mrs. Macduff suggested that there should be a resolution with specific plans for Marshall Square. President Callanan instructed Dr. Starr to draft a resolution regarding the use of the Marshall Square area for the new Library.

MAIN LIBRARY REPORT
COMMISSIONER VAN DER LIETH

1. Mr. Ramirez and staff are still working on their report and it should be ready for the June meeting. There was a delay because of the strike.

BUDGET AND OPERATIONS COMMITTEE
COMMISSIONER McDONNELL

1. There were no Fuhrman Fund expenses during the month of March.
2. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved that the following resolution be adopted:

RESOLUTION #722

RESOLVED, that the Library Commission hereby authorizes reimbursement of registration fees for the Census Users Conference at the Hyatt Regency Hotel, San Francisco, on March 19, 1974, for Harriet Collopy, Marian O'Donnell, and Tibby Storey, such fees to be paid out of State travel funds.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted:

RESOLUTION #723

RESOLVED, that the Library Commission hereby authorizes reimbursement of registration fees for the conference on Manpower Revenue Sharing, held in San Francisco on March 26-27, 1974, for Alicia Williams; such fees to be paid out of State travel funds.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #724

RESOLVED, that the Library Commission hereby authorizes the attendance of Deborah Cornue at the Symposium on Spanish Language Materials for Children and Young Adults to held in Austin, Texas, on April 26-28, 1974; her expenses to be paid out of State travel funds as such funds permit.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted:

RESOLUTION #725

RESOLVED, that the Library Commission hereby authorizes thirty Children's Librarians to attend the Association of Children's Librarians Annual meeting to be held in Berkeley, California, on May 9, 1974; fees to be paid out of State travel funds.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #726

RESOLVED, that the Library Commission hereby authorizes reimbursement of tuition fees for a seminar on "Functional Racism in America", being held in San Francisco March 26 to April 30, 1974, for Gilda Perolman and Anne Roughton; such fees to be paid out of State travel funds.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the Civil Service Commission be urged to hire an Affirmative Action Officer. President Callanan concurred and urged that such a resolution be drafted.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER HALONE

1. In the absence of Commissioner Halone, it was moved by Commissioner Van der Lieth, seconded by Commissioner McDonnell, and unanimously approved, that the following resolution be adopted:

RESOLUTION #727

APPROVAL, Non-Civil Service, temporary, and recertification of temporary appointments made during the month of March, 1974. (See attachment.)

LIBRARY EXTENSION

1. President Callanan appointed Commissioner Dorothy H. Casper to head this committee.

COMMUNITY AFFAIRS COMMITTEE

1. President Callanan appointed Commissioner Ernest J. Gaines to head this committee.
2. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that more publicity should be generated regarding the different activities in which the Library is involved.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER STERN

1. It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved, that the following resolution be adopted:

RESOLUTION #728

WHEREAS, Laura Rauch had worked part-time as a secretary with the Friends of the San Francisco Public Library for eleven years, and

WHEREAS, Laura Rauch died on February 20, 1974; now, therefore,
be it

RESOLVED, that we as members of the San Francisco Public Library Commission recognize and appreciate the dedicated service that she has rendered to the San Francisco Public Library, the Friends, and the citizens of San Francisco, and be it

FURTHER RESOLVED, that we join in extending our sympathies to her family.

2. Commissioner Stern further stated that she had attended the services for Miss Rauch at the Community Unitarian Church and that it has been an extremely good service with several people standing up and speaking of how they knew Miss Rauch and her works.
3. Commissioner Stern also stated that Miss Rauch had remembered the Friends of the San Francisco Public Library in her will with a gift of \$1,000.

COMMUNICATIONS

1. Secretary Cerasi stated that a lease under most favorable conditions had been negotiated for the grazing lands of the Fuhrman Bequest with the help of Mr. Henry Bowles. It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern, and unanimously approved, that a letter of thanks be written to Mr. Bowles for his assistance.
2. Secretary Cerasi read a copy of a letter sent to the Civil Service Commission by staff member Dorothy Hood requesting that List 3632-E be given priority over a subsequent promotive list generated by the 3632 examination announced for beginning date April 20, 1974. Her reasons are based on Rule 14, Section 2, of the old Civil Service rules which were in effect at the time the first examination was given on January 8, 1974, which indicated that those on earlier lists would be given preference for positions. The matter has now gone to the City Attorney's office for an opinion. President Callanan referred the letter from Miss Hood to the Personnel Committee for the Library Commission's action on the matter.

There being no further business to transact, the meeting was adjourned at 5:40 P.M.

The next regular meeting is scheduled for Tuesday, May 7, 1974.

Respectfully submitted,



GEORGE CERASI

Secretary

San Francisco Public Library Commission

April 2, 1974

RESOLUTION NO. 727

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the Acting City Librarian for the month of March, 1974, be approved:

1404 Clerk
Chris Warmoth

3602 PT Page
Stephen Waldman

3602 PT Page
Melvin Henderson
Angelene King
Thomas McKenna
Vittorio Ragas
Christopher Sam

3630 Librarian I
Lea D. Burroughs
Sharon Wong

7302 Audio-Visual Tech.
Willie Taylor

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page
John Carter
Lawrence King
Wayne Lee
Michael Mak
Lennox Merritt
Jay Reif

3602 PT Page
Robert Schuelke
Jeffrey Wong

3630 Librarian I - PT
Charlene Chambliss

MAY 21 1974

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

SAN FRANCISCO
PUBLIC LIBRARYMinutes...May 7, 1974

Proceedings of the regular meeting of the San Francisco Public Library Commission held May 7, 1974, in the Commissioner's Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Casper, Malone, McDonnell, Stern, Gaines and Van der Lieth.

It was moved by Commissioner Stern and seconded by Commissioner McDonnell that the minutes of the April meeting be approved. There being no objection, it was so ordered.

ACTING CITY LIBRARIAN'S REPORTDR. KEVIN O. STARR

1. Last month it was reported that \$283,563 in Capital Improvement and Equipment funds had been frozen. Dr. Starr was happy to report that following a hearing before the Board of Supervisor's Budget and Governmental Efficiency Committee at which each item was reviewed that approximately \$149,200 or 53% has been released. Mr. Williams of the City Librarian's office answered questions regarding details.
2. Regarding Commissioner McDonnell's inquiry at a previous meeting about publicity being generated for the Library the following was offered: for the period January 1 to April 26, 1974, 51 items of information were sent for the pink section of the Sunday paper of which 40 were printed. This represents 78.4 percent of the publicity sent out being printed.
3. Mrs. Zuckerman reported that the Library has, in its Rare Books Collection, letter #37 of S.P.P.M. Mongkut, King of Siam, written to Sir John Bowring in 1855. She stated that the King of Siam numbered his letters to Bowring in sequential order, and the earliest one listed in Bowring's two-volume work, The Kingdom and People of Siam, is #38.
4. Dr. Starr mentioned the fact that June 11 to 14 is Philippine Culture Week and that he will ask Mrs. Dalisay Balunsat to report at the next Commission meeting on the events planned by the San Francisco Public Library and the Filipino Community in recognition of the anniversary of Philippine Independence.
5. Regarding 45 Hyde Street, Dr. Starr read a letter from City Attorney Thomas M. O'Connor which states that the original suit regarding the overcrowding and poor ventilation had been dismissed by Judge Brown. The Supervisor's Finance Committee had tabled this request because of the pending litigation. Since the legal action is concluded we will now ask that the Request for the Supplemental Appropriation be reactivated.
6. Dr. Starr read from a report of the Main Library Task Force under

Commissioner Van der Lieth which has studied space needs in all the Main Library Departments and how they can best be utilized. The Special Task Force will review the analysis and make recommendations as to the best use of available space. The meeting of the Task Force is tentatively scheduled for Thursday, May 16, 1974.

7. Dr. Starr further reported on a conversation he had on May 6, 1974, with Mr. Tolan and Mr. Mellon regarding the possibility of a bond issue for a new building to replace the 45 Hyde Street Annex and that he was informed they would help us meet the May 20 deadline for a November bond issue. He also mentioned a letter from Mayor Alioto which suggests the use of the 45 Hyde Street location for a Library Annex, and a letter from President Hitch of the University of California about the possible use of the Marshall Square area for a Regional Library Center. Commissioner Stern brought out the fact that two weeks is not enough time to plan for a bond issue and that we should have a master plan for the entire Civic Center area including the old High School of Commerce presently used by the Board of Education; the parking lot between that building and the Opera House; the Marshall Square site; and even the old Orpheum Theatre. Dr. Starr went on to quote the Arthur D. Little Company report on the use of the Marshall Square Area for the new Library. Mr. David Belch read from the Bolles Report of 1964 which stated that any addition to the Library would not harmonize with the floor space now in use and would not solve the problem of the first floor being on several different levels. This report also stated that the renovation would put the main entrance to the Library on Fulton Street and leave the present front steps as an ornamental feature only. The plan called for the demolition of 45 Hyde Street as well as the eastern projection of the Main Building substituting an addition consisting of three floors and extending fully to Hyde Street. Mr. Bolles was also the architect on the Arthur D. Little Company report of 1970. The cost of this remodeling was \$11,000,000 in 1970 and would accomplish the same thing as the Bolles Report of 1964. Commissioner Malone stated that a great library in the center of San Francisco would be of more benefit to a greater portion of the people than a Performing Arts Center which would benefit only a portion of these people. Commissioner Stern brought out the fact that she had received a letter from a young man about the use of the Orpheum Theatre as a Performing Arts Center. The letter stated that the Orpheum Theatre was originally planned as part of the Civic Center. Commissioner Stern further noted that we are just one part of the whole Civic Center problem. Commissioner McDonnell expressed the feeling that no bond issue will pass an election and that to go before the Supervisors without proper planning to ask for a bond issue is suicidal. The way around a bond issue is to form a non-profit corporation and that seems to be the way the Performing Arts Center issue is going to be settled. Commissioner McDonnell further stated that we should protest to the Board of Supervisors their forming any more non-profit corporations such as San Francisco Stadium, Inc., which owns Candlestick Park. A motion was made by Commissioner Van der Lieth, seconded by Commissioner Malone and unanimously approved that Dr. Starr write to Mr. Tolan stating that a bond issue at this time would be premature due to lack of proper planning. Commissioner

Stern further stated that we should ask the City to plan for a whole new Civic Center Master Plan, in order to preserve the wonderful quality of our Civic Center. President Callanan stated that he had a discussion with Mr. Tolan on May 6 about the possible expansion of Federal Facilities in the Civic Center and that Mr. Tolan even suggested the possible use of 50 Fulton Street, now a Federal Building, for a Library Annex. The building at 50 Fulton Street has about 300,000 square feet, the same area proposed for the library at Marshall Square. When Mr. Tolan was questioned regarding the actual availability of 50 Fulton he replied that the Government is planning the construction of two new buildings in the Civic Center area which would encompass 1,000,000 square feet. After the two new buildings are built, both 50 Fulton and 100 McAllister buildings would be free. Commissioner McDonnell stated that surplus federal property can only be obtained from GSA after it has been actually declared surplus and that no one knows what the Federal government will do with their surplus property. President Callanan also mentioned the fact that Hastings Law College wants to acquire that whole block opposite the Library for their expansion, up to Golden Gate Avenue, and that they already own some of this property and are trying to acquire the rest. President Callanan also stated that there might be a possibility of combining the needs of Hastings Law School with those of the Library. Dr. Starr stated that when he called on President Hitch of the University of California, he mentioned the possibility of combining all the libraries into one center for the entire area. This is a fact that is going to occur in the next twenty to twenty-five years and why not in San Francisco rather than San Jose or some other area? Dr. Starr further stated that he wants San Francisco to be a part of the larger library world that is going to come true in the future. San Francisco is already one of the major library cities in the United States once the private libraries are taken into consideration, such as the Mechanics Institute and others. Commissioner Stern said there should be some way of answering the Mayor's letter bringing out the fact of this future Consortium. It is not happening just now but it is sure to happen in the future. She further stated that this is what a Master Plan is for--to plan for the future, not for just now. We need to be the Core City for the unification of libraries. Commissioner Van der Lieth stated that we were promised the Marshall Square site and now it is going to be taken away from us and that she feels that for the good of San Francisco we have a right to press for this site as our own. Dr. Starr said that the state cannot possibly support the four library systems it now has: The State University System, the University of California System, the Community College System and the Public Library. There has to be a unification.

8. Commissioner McDonnell asked Dr. Starr who was responsible for the television commercial on the San Francisco Public Library which Commissioner McDonnell thinks is very effective. Dr. Starr said that it was contributed through Ira Zuckerman, husband of one of our librarians, Mrs. Louise Zuckerman. Mr. Zuckerman works with the advertising agency responsible for the commercial. Commissioner McDonnell suggested that Dr. Starr write a letter of thanks to Mr. Zuckerman for his efforts on the Library's behalf.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi read the following resolution, which was requested by the Library Commission and which has been sent to the Mayor, Board of Supervisors, and the Chief Administrative Officer:

RESOLUTION #729

WHEREAS, the Main Library of the San Francisco Public Library, built over a half-century ago, is woefully inadequate and has been so recognized since the Greenaway Report (1958) (which declared it the least functional building in use by a large public library in the United States, and

WHEREAS, it was determined by the Bolles-Mohrhardt-Ulveling Report (1964) and the Arthur D. Little Report (1970) that Marshall Square is the only appropriate site in San Francisco for construction of a new Main Library facility, and

WHEREAS, the San Francisco Planning Commission reviewed these reports concurred in that conclusion, and in its Six Year Capital Improvement Program, issued 20 January 1970, approved the inclusion of a bond issue for a new Main Library on the Marshall Square site, and

WHEREAS, the California State Library, based on the announced intentions of the City of San Francisco to make solid progress toward the necessary improvement of the Library system and the Main Library facility, designated San Francisco Public Library as a "Regional Resource Center" and has provided \$1,406,535 since 1967 to assist the Library in meeting the standards set for such regional reference centers, and

WHEREAS, the U.S. Department of Housing and Urban Development, based on the same presentation by the City of San Francisco, advanced \$125,000 for the Arthur D. Little study and proposed building program, and

WHEREAS, there is currently a growing interest in the Bay Area in the development of a consolidation of the major library reference resources (backed by Local, State, and Federal funding) that would involve a consortium of the San Francisco Public Library and the major university and college libraries of the Bay Area, and

WHEREAS, the ideal location for such a facility would be Marshall Square, and

WHEREAS, we have been notified that there is currently a plan to rededicate Marshall Square for use as the site of a Performing Arts Center, now, therefore be it

RESOLVED, that the San Francisco Public Library Commission

hereby expresses its unanimous opposition to the use of the Marshall Square Site for any purpose than the construction of a new Main Library.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved to accept the Library Administration Reports.

FRIENDS OF THE LIBRARY REPORT
MISS MARY LOUISE STONG, PRESIDENT

1. Mr. David Yamakawa, Jr., reported that proceeds from the book sale were roughly \$22,000 and the Friends are now deciding how to spend this amount. They have more requests than they can possibly honor and a decision will have to be made as to how this money is to be applied. They have a lot of good ideas, some from the Staff, some from the Friends and some from unknown sources. Mr. Henry Bowles, the Chairman of the Budget Committee, and Mr. Yamakawa are now deciding how these funds should be spent.
2. Mr. Yamakawa reminded the Commissioners about the ceremonies in connection with the opening of the Lurie Room on Monday, May 13, 1974, the opening of Library Week.
3. President Callanan expressed the deep appreciation of the Commission over the help the Friends give to the Library and for the Financial support which they give to all the different programs.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. It was decided to wait until after the meeting of the Task Force Committee on May 16th for a report on the Main Library Committee.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved to accept the expenditures from the Fuhrman Fund for the purchase of books for the month of April, 1974, in the amount of \$516.
2. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved that the following resolution be adopted:

RESOLUTION #731

RESOLVED, that the Library Commission hereby authorizes the attendance of Dr. Kevin Starr at the American Library Association Conference in New York City, July 6-13, 1974; expenses to be paid out of regular Library travel funds, as such funds permit.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved that the following resolution be adopted:

RESOLUTION #732

RESOLVED, that the Library Commission hereby authorizes the attendance of William Ramirez, Anne Kincaid and Eunice Parker at the American Library Association Conference in New York City, July 6-13, 1974, expenses to be paid out of State funds, as such funds permit.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved that the following resolution be adopted:

RESOLUTION #733

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilbert McNamee and Edith O'Donnell at the American Library Association Conference in New York City, July 7-13, 1974, and pre-Conference Institutes, July 3-6, 1974; expenses to be paid out of B.A.R.C. funds, as such funds permit.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved that the following resolution be adopted:

RESOLUTION #734

RESOLVED, that the Library Commission hereby authorizes the attendance of Effie Lee Morris and Linda Geistlinger at the American Library Association Conference in New York City, July 6-13, 1974, and for Effie Lee Morris to attend a pre-Conference Institute in Madison, New Jersey, July 3-6, 1974; expenses to be paid out of Early Childhood Education Program funds, as such funds permit.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved that the following resolution be adopted:

RESOLUTION #735

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the American Library Association Conference in New York City, July 6-13, 1974; partial payment of expenses to be paid from the regular Library travel funds.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved that the following resolution be adopted:

RESOLUTION #736

RESOLVED, that the Library Commission hereby authorizes the attendance of Carl Cox at the American Library Association Conference in New York City, July 6-13, 1974; partial payment of expenses to be paid from State travel funds.

8. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved that the following resolution be adopted:

RESOLUTION #737

RESOLVED, that the Library Commission hereby authorizes the attendance of Carol Zajchowski, Sue Critchfield and Johanna Goldschmid, at the bi-yearly meeting of the California Public Library Systems Reference Centers at the Los Angeles Public Library, Friday, May 10, 1974; expenses to be paid from B.A.R.C. funds, as such funds permit.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER WILLIAM M. MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner Stern and unanimously approved that the following resolution be adopted:

RESOLUTION #730

APPROVAL, Non-Civil Service, temporary, and recertification of temporary appointments made during the month of April, 1974. (See attachment.)

LIBRARY EXTENSION
COMMISSIONER DOROTHY M. CASPER

1. No report.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER ERNEST J. GAINES

1. Commissioner Gaines commented that he had been visiting the different branch libraries to see what type of programs they had, and had noticed some very fine programs for children, even pre-school age, but very little for teenagers and young adults and hardly anything for adults, particularly in the Ethnic areas. He cited the example that we have no Japanese speaking librarian at the Western Addition Branch and no Spanish speaking librarian at the Mission Branch. He stated that we need these specialized librarians in order to reach out into the community and communicate with the people. Dr. Starr explained that it was because of Civil Service regulations that we cannot just hire anyone who is qualified but that they have to take the Civil Service examination and get on the list and very few of these talented people are willing to wait for these processes, but find jobs sooner in other library systems or even with private corporations.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. No report

COMMUNICATIONS

1. None.

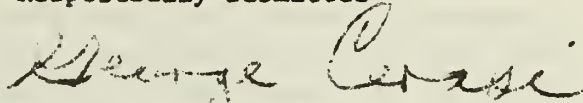
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Commission Meeting

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There being no further business to transact, the meeting was adjourned
at 5:10 P.M.

The next regular meeting is scheduled for Wednesday, June 5, 1974.

Respectfully submitted

A handwritten signature in cursive script, appearing to read "George Cerasi".

GEORGE CERASI
Secretary
San Francisco Public Library Commission

May 7, 1974

RESOLUTION NO. 730

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the Acting City Librarian for the month of April, 1974, be approved:

3602 PT Page

Mignon Abelyn
Walter Bielski
Michael Bowman
Harry Dea
Jennie Fong
Bronwyn Haran
Ivy Hom

3602 PT Page

Terence Madden
Sonia O'Connell
Anita Perman
Julianne Reidy
Dana Rodriguez
Alejandro Sanchez
Jack Stone

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1422 Jr. Clerk Typist

Janet McCandless

1444 Clerk Stenographer

Dale Richardson

3602 PT Page

Kenneth Anderson
Peter S. Browne
Sharlene Carlson
Lawrence Chan
Dorothy Chee

3602 PT Page

Michael Clark
Christine Ettlin
Ronald Gluckman
Alan Kitashima
Stephen Murtha
Juan Pavageau
Chris Mathisen Jr.
Bette Wilgus

3630 Librarian I

Lea D. Burroughs

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SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes
June 5, 1974

The regular meeting of the San Francisco Public Library Commission was held ~~July~~^{June} 5, 1974, in the Commission Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Gaines, Malone, McDonnell, Stern, Van der Lieth and Casper.

It was moved by Commissioner McDonnell and seconded by Commissioner Stern that the minutes of the May meeting be approved. There being no objection, it was so ordered.

ACTING CITY LIBRARIAN'S REPORT

DR. KEVIN O. STARR

1. Dr. Starr informed the Commissioners that the last portion of the frozen funds has been released in the amount of \$46,700. This is for lighting improvements at four branches. The old chandeliers are to be replaced by fluorescent lighting. There is no way that the chandeliers can be kept and the new lighting added because the same access holes will have to be used. The present lighting level is seven foot candles against the recommended 70 foot candles for libraries.
2. Dr. Starr also reported that of the supplemental appropriation request to ventilate 45 Hyde Street and to move the printing operation out of the area, the \$20,500 portion to move the print shop has passed the Board of Supervisors. Supervisor Nelder, however, suggested that the Library come back for another try at solving the ventilation problem. This is the first positive action after twelve years of trying, including a lawsuit.
3. The Early Childhood Education Program has been re-funded for the year 1974-1975 in the amount of \$42,307. Dr. Starr asked Miss Morris, director of the program, to give a report on Early Childhood activities. Miss Morris read a letter from Mrs. Crockett, State Librarian, congratulating the Early Childhood Program on the progress made in its programs and wishing it continued success. Miss Morris explained that the emphasis for Early Childhood will continue to be the pre-school program and the summer reading program which this year is titled "Any Me I Want to Be" and will stress the rights of the child, and also include activities for the whole family.
4. Dr. Starr informed the Commissioners that John Fetros, former General Reference librarian, is now the head of the Order Department. Mr. Fetros has recently published a book on sports. He has also published extensively in library journals.
5. Mrs. Dalisay Bocobo-Balunsat gave a brief report on the activities planned for the "Filipiniana" Exhibit to be held in connection with Philippine

Cultural Week from June 11 to 14, 1974. She gave a listing of some of the dignitaries who will attend these festivities and what activities are planned. A prominent part will be a display of the work of Philippine writers both in English and Tagalog to be held on the 3rd floor of the Library. This exhibit will continue through July 31st. The activities are part of the City-wide celebration of Philippine Independence on June 12th.

6. Dr. Starr announced that five employees of the Library have been awarded scholarships in either library school or the library technical programs. They are Bradford Huie of the Art Department; Alice Jacobs, West Portal Branch; Tamara Lewis, History Department; James Velarde, Glen Park Branch; and Grant Williams, Science Department. They will receive \$1,000 each. Dr. Starr emphasized that this is the most important affirmative action program.
7. The Library has received a PLSA grant of \$21,399 for its 1973-1974 application. Dr. Starr is now in the process of determining how these funds will be spent.
8. The Commissioners were informed by Dr. Starr that we have had five clerical positions frozen. He invited Mrs. Scannell, chief of the branches, to explain what the implication of these frozen positions is and what happens when either clerks or librarians are absent. Mrs. Scannell explained that not only the freezing of positions but also the longer delay in filling a position, even when it is not frozen, imposes a hardship on the heads of the clusters. People have to be moved about to fill in for absent personnel in order to keep the branches open. The present policy is to have two staff members present at all times or to close the branch until there are two present. In branches that only have two staff members when one is absent another person must be brought from another branch to fill-in or the branch has to close. For the month of May staff members, even principal librarians, had to fill in for other personnel at other branches 68 times. Dr. Starr added that this also represents a great morale problem.
9. Dr. Starr added that Mr. David Murphy, Director of Personnel, is in the process of writing job descriptions with a view to acquiring some EEA positions in July. Dr. Starr has been told that the Library will be favored in the distribution of jobs. Commissioner Van der Lieth objected to the up and down change in branch hours and was informed that the changes were never up but always down. Commissioner McDonnell suggested that some publicity should be generated to keep the public informed about the necessity for changing branch hours. Dr. Starr added that in thirty days the Commissioners would have a proposal presented to them taking into consideration positions available, regarding vacation hours and other factors

SECRETARY'S REPORT
MR. GEORGE CERASI

1. No report.

It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern, and unanimously approved to accept the Administration reports.

FRIENDS OF THE LIBRARY REPORT
MISS MARY LOUISE STONG, PRESIDENT

1. Mr. David Yamakawa reported that the Friends had a board meeting devoted to three things: the program for the year 1974-1975; the budget for the same period; and the question of what the Friends can be doing in connection with the future of the Main Library. In connection with the budget, Mr. Yamakawa reported that they would be preparing it in a format which could be published either in the Official Bulletin or in "Free". He gave at this time a brief summary of what that budget is. The Friends are able to make available to the Library for direct expenditure approximately \$23,000. This is almost all the revenue from the book sale which means the Friends can support their own administration from memberships and other contributions.
2. Mr. Yamakawa further reported that the Friends have taken up a commitment in connection with five other projects which they could not fund from their own sources but they are seeking funding from other sources.
3. The Friends have made a new editorial policy to use "Free" in order to recruit more volunteers and a chance to obtain either cash or equipment in kind which they could not fund on their own.
4. The Friends plan to marshal their advisory committee in order to garner the support of the business community for the benefit of the San Francisco Public Library.
5. The Friends budget outside of special grants which are earmarked for special projects is almost \$53,000. They are soliciting support from other sources to be used for scholarships.
6. The committee adopted the following resolution:

RESOLVED, that the Friends of the San Francisco Public Library cooperate with the Library Commission in seeking a solution to the future Library building program and urge the Commission to seek the leadership of the Mayor in setting in motion a positive program for the immediate future of the library.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. Commissioner Van der Lieth has been meeting with Mr. William Ramirez, Chief of the Main, and other staff members and she asked Mr. Ramirez to give the report to the Commission.
2. Mr. Ramirez reported that the solutions sought by the Ad Hoc Task Force were primarily to make this building last for another five to ten years.

Short of a new building for the Main Library we have to make do with the available space and project as to how long it can possibly last within the confines of this building. The committee has limited its recommendations to the use of the basement area which is the immediately available space. The committee agreed that the Library's most critical need now and for the next several years is for storage space. Modifications could be made to some of the other areas such as the Literature and History reading rooms by building second levels above them but the cost would be prohibitive and public access to these second levels would have to be by stairway which would make this type of utilization very ineffective. Physical reorganization of Main Library departments would be contingent on moving significant amounts of materials which are now within the purview of these departments, and the best answer to that is movement to the basement area. Inasmuch as the Task Force has been charged with finding additional space, we suggest two ways to do this: One is by continuing the wooden shelving down as far as it can go toward the East end of the building, thereby doubling the basement's present capacity; the other is to install compact storage units which are available on the market and which would quadruple the space in the basement area but at significantly higher cost. The Task Force is presently estimating the cost of these two alternatives. By adding to storage capacity, by carefully weeding materials now stored, by determining in which collection areas further growth will be encouraged the next few years, and by using microforms in place of full size materials wherever possible, the augmented space in the basement area will enable the Library to continue to add resources for the next five to ten years. If the cost is appreciable, perhaps the solution can be found in either purchase or lease of storage space remotely located from the Library from which material can be retrieved as needed. These recommendations are not a substitute for a unified Main Library but seem to be the only feasible alternatives to the pressing need for space. A more complete final report will be submitted at the July 2, 1974, meeting. The cost of any of these solutions may be close to \$250,000.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the expenditures from the Fuhrman Fund for purchase of books for the month of May, 1974, in the amount of \$19,092.04 be accepted.
2. A \$5,000 Treasury bond in the Fuhrman Fund has matured and the proceeds are available for reinvestment. The City Treasurer's recommendation is a Federal Land Bank Bond bearing interest at 7.1%, with purchase price of 95-12/32. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that this bond be purchased tomorrow unless an instrument with a higher yield becomes available by then.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #738

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the Urban Cable Television and Community Programming Conference at Laney College, Oakland, May 18-19, 1974; registration fee to be paid from regular Library travel funds.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved that the following resolution be adopted:

RESOLUTION #739

RESOLVED, that the Library Commission hereby authorizes the attendance of Eleanor James at the Management Education for Secretaries Program at the Clift Hotel, San Francisco, June 5, 1974; registration fee to be paid from regular Library travel funds.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #740

RESOLVED, that the Library Commission hereby authorizes the attendance of Alicia Williams at the Effective Techniques for Affirmative Action Workshops held at the University of California at Los Angeles May 15-16, 1974; registration and expenses to be paid from State funds, as such funds permit.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER WILLIAM M. MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner Van der Lieth, and unanimously approved that the following resolution be adopted:

RESOLUTION #741

APPROVAL, non-Civil Service, temporary, and recertification of temporary appointments made during the month of May, 1974. (See attachment).

LIBRARY EXTENSION
COMMISSIONER DOROTHY M. CASPER

1. No report.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER ERNEST J. GAINES

1. Commissioner Gaines commended Mrs. Balunsat on all the publicity generated

for Philippine Cultural Week and all the work she has done on it. He also commented on some adult programs he had seen at some of the branch libraries and had found them very brief and very tasteful, he also commended Miss Anne Kincaid, Coordinator of Adult Services, for her help with these programs. Dr. Starr stated that the Friends are now subsidizing these branch programs by \$1,000 more which also helps with the publicity.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern commented on what a marvelous addition to the Library the Lurie Room is. She also congratulated Commissioner Gaines on all the Emmy's garnered by his "Autobiography of Miss Jane Pittman" and on his being named Alumnus of the Year at San Francisco State University last week.

COMMUNICATIONS

1. Secretary Cerasi read a letter from City Attorney Thomas M. O'Connor in which he states that the City is liable for accidents incurred by Library personnel driving their personal autos on Library business.

There being no further business to transact the meeting was adjourned at 4:48 P.M.

The next regular meeting is to be held Tuesday, July 2, 1974, at 3:30 P.M.

Respectfully submitted,



GEORGE CERASI

Secretary

San Francisco Public Library Commission

June 5, 1974

RESOLUTION NO. 741

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the Acting City Librarian for the month of May, 1974, be approved.

2716 Janitor Sub-Foreman
Olivia Chatman

3602 PT Page
Herbert Anderson
Helen Campagnet
Su Chan
Steve Corey
Dennis Cruz
Jennifer Futernick
Carletta Jackson
David Johns

3602 PT Page
Herbert Lee
Michele Lee
Kaoru Matsumoto
Steve Radcliffe
Craig Romon
David Stead
John Temme
Louise Zwick

3630 Librarian I
Shirley McLaughlin

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1424 Clerk Typist
Claude Etta Bradford

1630 Account Clerk
Stephen Baldocchi

3602 PT Page
Morris Hodges
Mark Kashevaroff

3602 PT Page
Joseph O'Brien
Nicholas Poulos
Jane Rogers
Edwin Young

3616 Library Tech. Asst. I
Richard Koler

JUL 22 1974

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

SAN FRANCISCO
PUBLIC LIBRARY

July 2, 1974

Minutes

The regular meeting of the San Francisco Public Library Commission was held July 2, 1974, in the Commission Room, Main Library.

The meeting was called to order at 3:35 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Casper, Gaines, Malone, McDonnell, Stern and Van der Lieth.

It was moved by Commissioner McDonnell and seconded by Commissioner Van der Lieth that the minutes of the June meeting be approved. There being no objection, it was so ordered.

Commissioner Stern, Head of the Search Committee for a new City Librarian, issued the following statement.

At an executive session of the Commission last Wednesday, June 26, 1974, it was the unanimous decision of the Commission to appoint Dr. Kevin O. Starr as City Librarian. This decision was reached after much consideration and consultation with library experts all over the country. Also, after several meetings of the Search Committee it was decided that any search for a new librarian while Dr. Starr held the Acting job would be considered as phony, and that no one would want to risk his present job to be interviewed for a job they might not get. Other members of the Search Committee were: Commissioner Malone; Miss Mary Louise Stong, representing the Friends of the San Francisco Public Library; Mr. Tom Fowler of the Librarian's Guild; Mrs. George Washington Garner, a former commissioner, who was never able to attend any meetings; Mr. Geller and Mrs. Bertha Hellum, representing the public.

President Callanan then congratulated Dr. Starr on his appointment and stated that he believed that Dr. Starr "possesses those rare qualities of intellectual brilliance, inexhaustible energy, dedication and commitment to serving the public, that has lead the Commission to believe that we have chosen a man who can bring about a renaissance in our library system". He also stated that Dr. Starr had impressed the Commission with his performance on the job during the past ten months.

Dr. Starr, a native of San Francisco, obtained his bachelor's degree in English from the University of San Francisco and a Master of Arts and Doctor of Philosophy in English and American Literature from Harvard University, where he served as an associate professor before returning to San Francisco; he has also obtained a Master of Library Science degree from the University of California at Berkeley and is the author of the historical narrative Americans and the California Dream.

CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. Dr. Starr gave the Commissioners the break-down on the PLSA budget as follows:

Personnel	\$ 8,700
Personnel Enrichment & Travel	3,500
Equipment	8,389
Library Materials	<u>750</u>
Total Grant	\$21,339

There being no objection the PLSA budget was unanimously approved.

2. Two days ago Dr. Starr met with the Mayor concerning a Resolution outlining the position of the Commissioners regarding the Marshall Square Site. There will be a hearing on July 25th at which Dr. Starr will represent the Commissioners. The hearing will be held at 3:30 P.M. in Room 282 of City Hall. There are no other public hearings before that one. Mr. David Belch, of the Public Relations Department, is preparing detailed documents on the whole situation of designating Marshall Square for a new Library.
3. Dr. Starr presented a proposed draft of legislation for the establishment of a Special Collections Fund. Dr. Starr had called on Mr. Thomas O'Connor, City Attorney, for legislation enabling the Library to sell duplicates from the Special Collections Department and other items not pertaining to the Special Collections Department collection policy and have that money revert to a special fund for the enrichment of that collection.

Commissioner McDonnell mentioned that there are private individuals and movie companies using the Library and getting free access to some of the photographs and other items in the Special Collections Department and reproducing them for commercial profit. He suggested the possibility of a fee being charged to those individuals who are using these collections for profit only and that the monies collected from these fees be deposited in the proposed Special Collections Fund. Dr. Starr added that he would expand the proposed ordinance and bring it back to the Commissioners at the next meeting.

4. Affirmative Action. Within the Charter provisions is one that permits an employee to take up to half time off with pay to attend classes in order to obtain degrees. Two San Francisco Public Library staff members, Shirley Mack and Even Brown, made brief statements about their experiences in this program. They both thanked Dr. Starr for his support and gave their pledge to continue their studies in the fields of Library Science and related studies.
5. The Bay Area Reference Center has been re-funded. We requested \$237,227 and received \$236,277. This is a cut of only about \$600. This is the most complete funding that B.A.R.C. has ever received and the program is fully funded for one more year.
6. The California Video Resource Project is now funded in the amount of \$155,966 and Dr. Starr asked Mr. Roberto Esteves to give a report on

this project. Mr. Esteves recalled that two years ago there was a policy statement submitted to the Commission regarding the use of Video and Cable in the Library system. This report is now in its third printing and San Francisco's Library has made news around the country with its proposal for a Video and Cable Television program. This new Video Resource Project is funded for the next two years and will be doing internal programming as well as educational use.

At this point Dr. Starr interrupted his report to relinquish the floor to other citizens who wanted to speak to the Commission. With the concurrence of President Callanan the floor was then given to Mr. Gerry Higgs of Local 400 who spoke against the appointment of Dr. Starr without due consideration given to the majority of the City's librarians, most of whom are women, and asked the Commission to rescind this appointment. If they did not, he promised a lawsuit on behalf of these other librarians. Mr. Higgs stated that the qualifications for the job called for ten years of progressive library experience and this, he pointed out, Dr. Starr lacks. Commissioner McDonnell then reminded Mr. Higgs that the City Librarian's job is an exempt position and need not abide strictly by the job description.

Next, Mr. Gary Analla, on behalf of Sheriff Richard Hongisto, thanked the Commission for the library work being carried on with the jail inmates and expressed how pleased they were with the fact that with all the cuts in service and funds, the library service to the jails remained intact.

Ms. Stephanie Row introduced the Senior Citizens Groups present at the meeting: Mrs. Pantridge, Mrs. Brown, Mr. Ryan, Mr. Oliver and Mrs. Westlake, all from the Granada Hotel; Mr. Lydon, from the Alexis Towers; and Mr. and Mrs. Yip from the Clementina Towers. The group of senior citizens was present to protest the suspension of the Whole World Media-mobile service for lack of a driver, one of the cut positions. The Commission heard from two representatives of the group both of whom were quite emphatic that without The Whole World truck they would have no library service, as some of them were not able to come to the library.

CITY LIBRARIAN'S REPORT (CONTINUED)
DR. KEVIN O. STARR

7. Dr. Starr then stated that 59 positions have been cut from the budget for the Fiscal Year 1974-75 from the Brooklyn Public Library and that the Los Angeles Public Library faces a cut of over 29 positions. Cleveland Public Library finds itself cutting service at some of the branches by as much as two days per week. Across the country Public Libraries are facing what we are facing now: a disastrous slash in page hours and the freezing of funds by their governing bodies. Our total cut comes to 22 full-time positions counting the cut in page-hours. When certain positions are cut, they are cut in such a way that there is no possibility of moving one person from one job to another. There is only one way to rectify this and that is by way of a supplemental appropria-

tion which was approved by the Commissioners via a telephone poll and which has been submitted to the Mayor and is now before the Board of Supervisors; this supplemental appropriation is in the amount of \$169,110. The supplemental appropriation has been approved by the Mayor's office and now only awaits the setting of the tax rate by Mr. Nathan Cooper, the City Controller, before it can come to a hearing before the full Board of Supervisors. There being no objections to the motion which was previously discussed with the Commissioners by telephone, the motion was approved. Dr. Starr further stated that under C.E.T.A. (Comprehensive Employment Training Act) there would be 100 positions coming to San Francisco and that he hoped that many of these positions would be coming to the Library. Regarding the cut in page-hours, the only kind of money now available is revenue-sharing and the Library has an application in for some of these funds. If neither the supplemental appropriation nor the soft-money come through, Dr. Starr stated that he would have to come before the Commissioners and ask for drastic cuts in services and hours in both the branches and the Main Library.

Mrs. Karen Scannell, Chief of Branches, then presented a new schedule of Branch hours, a realignment which would make the smaller branches self-sufficient and would cut the number of trips needed by members of other branches in order to keep some of these smaller branches operating at their present schedule. Mrs. Scannell then asked for approval of this part of the proposal. Commissioner McDonnell moved that the new hours be adopted, the motion was seconded by Commissioner Van der Lieth. After a brief discussion, the motion was carried. Consideration of the second part of the proposal, which would deal with staffing cuts, was postponed pending a special meeting of the Commission which will be called at the convenience of the Chair. There is no way that any certain knowledge on the supplemental appropriation, or anything else, can be had before July 15th.

A representative of the Friends of Noe Valley took the stand to express their disapproval of the cutting of branch hours. She presented the Commissioners with copies of letters they have written to Dr. Starr and to Mrs. Scannell and asked that the Commissioners consider their petition before the next meeting of the Commission.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi introduced Miss Mimi Mueller of the Bernal Heights Association who spoke on behalf of the lighting improvements at Bernal Heights Branch. She stated that the people of Bernal Heights like the building the way it is with the chandeliers. Dr. Starr explained that the Department of Public Works had stated that they could not drill through solid concrete in order to install the new lighting and that they would have to use the present holes that are used for the chandeliers. Miss Mueller asked that before anything this drastic be done that they be consulted on it. She was assured by Mr. Cerasi that the Library would be notified by DPW before any changes are made.

It was moved by Commissioner Casper and seconded by Commissioner McDonnell to accept the Library Administration reports, there being no objection, it was so moved.

FRIENDS OF THE LIBRARY REPORT
MISS MARY LOUISE STONG, PRESIDENT

1. Mr. David Yamakawa, Jr., reporting -- no report.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. Commissioner Van der Lieth postponed her report for the next meeting.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL

1. There were no expenditures from the Fuhrman Fund for the month of June, 1974.
2. \$150,000 is presently available for re-investment from the Fuhrman Fund. It was moved by Commissioner McDonnell and seconded by Commissioner Malone that this be invested in Certificates of Deposit for 364 days at 9-1/4%. There being no objection, it was so ordered.
3. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution, approved by telephone vote June 21, 1974, be reaffirmed:

RESOLUTION #742

RESOLVED, that the Library Commission instruct the City Librarian to submit a Supplemental Appropriation Request to re-fund the permanent positions frozen by the Board of Supervisors in the amount of \$91,956 and to increase Wages-Temporary by \$77,154 to provide the same hourly level as the preceding year, the total request to be \$169,110.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be approved:

RESOLUTION #743

RESOLVED, that the Library Commission hereby authorizes the attendance of David Murphy at a seminar on Labor Relations and Library Management to be held at the University of California, Santa Cruz, July 12-13 and July 19-20, 1974; registration and expenses to be paid from regular Library travel funds, as such funds permit.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved, that the following resolution be approved:

RESOLUTION #744

RESOLVED, that the Library Commission hereby authorizes the attendance of Robert Schmidt at the Public Library Clinic presented by the University of Denver Graduate School, August 5-10, 1974; tuition to be paid from State funds.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER WILLIAM M. MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #745

APPROVAL, non-Civil Service, temporary and recertification of temporary appointments made during the month of June, 1974. (See attachment).

LIBRARY EXTENSION
COMMISSIONER DOROTHY M. CASPER

1. No report.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER ERNEST J. GAINES

1. The print shop will be moved to the basement of the Main Library from its present location at 45 Hyde Street by the end of the year.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. No further report.

COMMUNICATIONS

1. Mr. Cerasi read a letter to the Library Commission from Raymond H. Clary recommending to the Commission the appointment of Dr. Kevin Starr as City Librarian.
2. Mr. Cerasi read a copy of a letter to Supervisor Dianne Feinstein from the San Francisco Housing Authority asking for the reinstitution of the "Whole World" mobile library unit by not freezing the library assistant position.
3. Mr. Cerasi read a letter to Mr. Callanan from Susan Faust, Children's Librarian at Eureka Valley Branch enclosing a petition drawn up by the children of Eureka Valley expressing disappointment that the folders for the summer reading program were late this year.

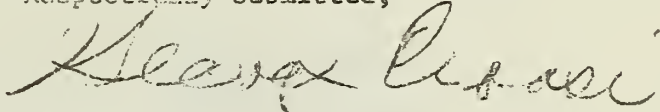
San Francisco Public Library
Commission Meeting

July 2, 1974
Page 7

There being no further business to transact, the meeting was adjourned
at 5:55 P.M.

The next regular meeting is to be held Tuesday, September 3, 1974, at
3:30 P.M.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "George Cerasi".

GEORGE CERASI
Secretary
San Francisco Public Library Commission

July 2, 1974

RESOLUTION NO. 745

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the Acting City Librarian for the month of June, 1974, be approved:

3602 PT Page

Yoshiko Bakhtiary
Daniel Beery
Constance Boggess
Robert Bowman
Lawrence Chang
James Connolly
Kathryn Cox
Eugene Dawydiak
John Figone III
Baren Fong
Robina Frazier
Susan Kurtz
Robert Lauriston

3602 PT Page

Deborah Liu
Joseph Naughton
Janet Ruffoni
Stephanie Staudenmaier
Mildred Tsen
Diane Volken
Edward Wong
Jolene Wong
Maurice Woods

3616 Library Tech. Asst. I

Walter Asbey

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1422 Jr. Clerk Typist

Richard Kelly
David Kesten
Sloane Thomas

1424 Clerk Typist - EEA

Rose LaBoone

3602 PT Page

Stephen Albert
Janice Brown
Dennis Cruz
Peri Drake

3602 PT Page

Scott Dunlap
Steve Erickson
Luis Espinoza
Roger Gonzales
Matthew Goodwine
Claudia Lee
Martin Lince
Thomas McKenna
Louis Pecek Jr.
Anita Perman
Marla Powers
Melissa Williams

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SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

DOCUMENTS
SEP 1 1974
SAN FRANCISCO
PUBLIC LIBRARY
September 3, 1974

The regular meeting of the San Francisco Public Library Commission was held September 3, 1974, in the Commission Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan.

A moment of silence was observed in memory of former Mayor John Shelley who passed away Sunday, September 1, 1974.

On roll call, the following were noted present: Commissioners Callanan, Malone, McDonnell, Stern, and Van der Lieth. Commissioners Casper and Gaines were excused.

It was moved by Commissioner McDonnell and seconded by Commissioner Van der Lieth that the minutes of the July meeting be approved. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. Dr. Starr introduced several staff members announcing changes in their duties or activities: Mrs. Vivian Goodwin, Administrative Deputy to the City Librarian; Mrs. Eunice Parker, Assistant Chief of Branches and member of the Advisory Council representing the Affirmative Action Committee; Mrs. Joan Dillon, Head of Catalog Department; and Debra Prado, graduate of a Clerk-Steno Training program and now in the Commission Secretary's Office.

2. Dr. Starr introduced Mrs. Parker who spoke about Minority Recruitment assistance. The San Francisco Public Library proposes to increase its program of recruitment and award, of scholarships to minority persons for graduate library education under provisions of the State Library administration and LSCA Title I grant.

3. Tom Fowler announced that a volunteer committee from the Librarian's Guild has prepared a recommendation for Branch service hours and staffing.

4. Ms. Linda Geistlinger and Ms. Kay Roberts asked for some dialogue with the Library Commission, informally. Possibly on Friday, September 27, 1974, at 8:00 A.M.

5. Miss Effie Lee Morris reported that the Summer Reading Programs around the Theme "Any Me I Want To Be" were very successful. Also, pre-schoolers will now be entitled to their own library cards this Fall, and Children's Services librarians will be visiting classrooms around the city.

6. Mrs. Goodwin reported the completion of the revised Plan of Service to be adopted as Resolution #752. A minor addition relating to children's services will be made on it by Miss Morris before it is sent to the State Library. Also ready for approval as Resolution 749 was the measure to establish a Special Collections Fund. However, the schedule of fees to be charged for photographic reproduction of material in the Special Collections Department which would accrue to this fund is not yet ready. Also in preparation is a list of administrative rules that can be posted as notice about behavior expected in our library buildings. It will encompass only those which are enforceable and which do not infringe on any person's constitutional rights. An invitation was extended to the Commissioners to watch a demonstration of the computerized New York Times Information Bank on Monday, September 16, 1974, at 10:00 A.M. in the General Reference Department.

7. Ms. Vivian Kobayashi will become Administrative Assistant to the City Librarian on September 16, when she finishes her current assignment with the WIN program.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi expressed his gratitude to the Friends of the Library for their part in acquiring the furniture that was sent to the San Francisco Public Library. Letters have been sent to the donors on behalf of the Commission. Al Campos and three part time workers did a fantastic job in moving all the furniture from the Crown Zellerbach Building to the Main Library. They are to be commended.

FRIENDS OF THE LIBRARY REPORT
COMMISSIONER STERN REPORTED

1. Commissioner Stern reported that the Friends were actively supporting the Commission's request for the Marshall Square Site. Mrs. Stern and Mary Louise Stong went to see Supervisor Feinstein, who said she would support the policy statement on the ballot. Seven Supervisors have signed the statement. They are Supervisors: Feinstein, Gonzales, Francois, Molinari, Tamaras, Mendelsohn, and von Beroldingen.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN der LIETH

1. Commissioner Van der Lieth introduced Mr. William Ramirez, Chief of the Main Library who gave a report on the activities of the Main Library Task Force. The assignment was to increase the storage capacity of the Main Library as a stop gap measure

recognizing that regardless of the outcome of the Marshall Square controversy, occupancy of a new building is a number of years away. The plan proposed was a renovation of the basement area known as the Sutro Stacks and the installation of automated compact storage units. The total project cost is \$300,000. The project was referred to the Budget and Operations Committee to explore possible methods of financing.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL

1. There were no expenditures from the Fuhrman Fund for the month July, 1974. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of August, 1974 in the amount of \$1,604.00 be accepted.
2. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #746

WHEREAS, San Francisco's desperate need for a new Main Library facility has long been recognized, and

WHEREAS, the Library submitted to the Planning Commission, on May 5, 1964, a study of these problems and plans for a new Main Library/Regional Resource Center on the Marshall Square Site (the Bolles, Mohrhardt-Ulveling Report), and

WHEREAS, the Library submitted to the Planning Commission, on September 30, 1966, a specific proposal for a bond issue to construct a new Main Library/Regional Resource Center on the Marshall Square site, and

WHEREAS, in 1967 and in every succeeding year thereafter, the Planning Commission has adopted a City and County Capital Improvement Program calling for the construction of a new Main Library, and

WHEREAS, meetings with the Planning Commission staff since July 6, 1967, indicated agreement that the Marshall Square site is the only appropriate location for a new Main Library facility, and

WHEREAS, the Civic Center Technical Coordinating Committee recommended on May 17, 1968, that Marshall Square be reserved for a new Main Library, and

WHEREAS, the City and County of San Francisco has accepted from the California State Library \$1,642,812 since 1967 on the specific understanding that the City will provide a facility appropriate to serve as a Regional Resource Center, and

WHEREAS, the City and County of San Francisco accepted from the U.S. Department of Housing and Urban Development, under the same understanding, an advance of \$115,000 to complete the preliminary planning for a new Main Library/Regional Resource Center on Marshall Square, and

WHEREAS, the Arthur D. Little-John S. Bolles Report (prepared with the HUD funds), submitted to the Planning Commission in December, 1970, strongly supports construction of a new Main Library on Marshall Square, and

WHEREAS, the Library Master Plan, on which the Planning Commission staff and the Library have been working since 1971, lists the construction of a new Main Library/Regional Resource Center as the primary objective, and

WHEREAS, the construction of any facility on the Marshall Square site other than a new Main Library will increase the cost of a new Main Library facility, built on another site, by a minimum of \$10 million and perhaps as much as \$20 million, and

WHEREAS, the construction of any facility except a new Main Library on Marshall Square will destroy completely the value of the current Main Library, when the City does build a new Main Library on some other site, and

WHEREAS, the Planning Commission has had before it for over eight years sufficient and compelling evidence of the need for a new Main Library and specific plans for construction of such a facility, now

THEREFORE BE IT RESOLVED, that the San Francisco Public Library Commission hereby urgently requests the Planning Commission to amend the Civic Center Master Plan to reserve Marshall Square for a new Main Library and to institute procedures to transfer jurisdiction over that site to the Library.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #747

WHEREAS, the Public Library Services Act of 1963 provides for financial assistance to public libraries, including per capita grants for financing improved services in libraries; and

WHEREAS, the San Francisco Public Library is eligible for a per capita grant under this law based upon a formula of "Weighted Population Values" and "Assessed Valuation per capita" after Establishment Grants; and

WHEREAS, the San Francisco Public Library is desirous of making application to the State of California in accordance with the provisions of this Public Library Act in Chapter 1.5 of Division 20 of the Education Code for a per capita grant for the purpose of improving library service; now, therefore, be it

RESOLVED, that the Library Commission does hereby approve the application for and acceptance of said grant; and be it

FURTHER RESOLVED, that this approval shall entail no financial contribution by the City and County to continuance beyond the period covered by said grant funds.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #748

RESOLVED, that the Library Commission hereby authorizes the acceptance from the Friends of the San Francisco Public Library, the anonymously donated gift of office furniture and equipment consisting of six desks, twenty-two chairs, one chesterfield, one love seat, one typewriter stand, one rug, two cabinets, two adding machines, six plastic floor boards, various desk divider files and waste paper baskets, the approximate value being \$5,000.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted:

RESOLUTION #749

RESOLVED, that the Library Commission approve the formation of a fund to be known as the Special Collections Fund of the San Francisco Public Library to receive proceeds

from the sale of books from the Special Collections Department and to be used for activities related to the Special Collections Department as set forth in detail in the accompanying legislation.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #750

RESOLVED, that the Library Commission hereby authorizes the attendance of Richard Shouse at the Annual Serra Regional Library System Conference at the Royal Inn at the Wharf Convention Center, San Diego, California, September 12-13, 1974; travel expenses to be paid from State funds, as such funds permit.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #753

WHEREAS, the Library Commission is committed to the principle of Affirmative Action, and

WHEREAS, the Library proposes to recruit and award scholarships in conjunction with public service trainee positions under provisions of the federal Library Services and Construction Act Title I Minority Recruitment Training Program, now, therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept funds up to \$10,000 for 1974-75 for the administration of said grant.

8. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved, that the following resolution be adopted:

RESOLUTION #754

RESOLVED, that the Library Commission authorize the attendance of ten (10) children's librarians at the Baker and Taylor New Books Media Presentation and Exhibit, August 20-21, 1974; fees to be paid from State funds.

9. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #755

RESOLVED, that the Library Commission authorize the attendance of Gilda Perolman at the Western Conference of Regional Librarians for the Blind and Physically Handicapped, September 18-20, in Seattle, Washington; expenses to be paid from State travel funds as such funds permit.

10. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved, that the following resolution be adopted:

RESOLUTION #756

RESOLVED, that the Library Commission increase the partial funding of expenses for the ALA Convention in New York July 3-6, 1974, for Carl Cox in the amount of \$100 and Thomas Fowler in the amount of \$300 to put all such funding on an equal bases; such increases to come from State travel funds.

11. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved, that the following resolution be adopted:

RESOLUTION #757

RESOLVED, that the Library Commission authorize Dr. Kevin Starr to attend and to address the American Historical Association in Seattle, Washington, August 27, 1974; expenses to be paid from State funds as such funds permit.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER WILLIAM M. MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner McDonnell, and unanimously approved, that the following resolution be adopted:

RESOLUTION #751

APPROVAL, non-Civil Service, temporary and recertification of temporary appointments made during the months of July and August 1974. (See attachment).

LIBRARY EXTENSION
COMMISSIONER DOROTHY H. CASPER

1. No report because of absence.

COMMUNITY AFFAIRS COMMITTEE
DAVID BELCH REPORTED

1. There is to be a reception for Helen Gentry in the Lurie Room, on Friday, September 13, 1974, at 5:00 P.M. An exhibit of Miss Gentry's printing and book design is featured in the second floor rotunda through September and October. The exhibit was prepared by Andrew Hoyem and Linnea Gentry.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved, that the following resolution be adopted:

RESOLUTION #752

WHEREAS, a Plan of Service is a requirement for the annual application for a grant under the state Public Library Services Act of 1963, and

WHEREAS, the Library's Plan of Service has been revised and up-dated under the date of August 20, 1974, be it

RESOLVED, that the Library Commission approve and accept said revised Plan of Service.

COMMUNICATIONS

1. Mr. Cerasi read a letter to the Library Commission from Dean Marvin J. Anderson stating his appreciation for the assistance and cooperation of the Special Collections Dept. of the San Francisco Public Library in arranging for a recent display of San Francisco memorabilia at Hastings College of the Law.
2. Mr. Cerasi read a letter of appreciation to the Library Commission from Director of Public Affairs, Hastings College of the Law, Janet Colson, for the outstanding display of San Francisco memorabilia graciously loaned to the Hastings College of the Law by the Special Collections Dept. of the San Francisco Public Library.
3. Mr. Cerasi read letters, to the Mayor, from children at the Bernal Heights Branch Library, expressing their enjoyment of the Library, and requesting no cuts in hours.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 5:15 P.M. by Commissioner Callanan stating that the Library Commission adjourned in memory of former Mayor John Shelley. Commissioner Callanan asked that all Commissioners attend the funeral at St. Mary's Cathedral to be held at 10:00 A.M., September 4, 1974.

At the end of the meeting, Commissioner Callanan recognized Joel Kluger of Jam & Co., who presented his idea for distributing a comparative shopping "Price Guide" to groceries through library agencies. Discussion put over to next meeting.

The next regular meeting is to be held Tuesday, October 1, 1974, at 3:30 P.M.

Respectfully submitted



George Cerasi
Secretary

San Francisco Public Library Commission

Sept. 3, 1974

RESOLUTION NO. 751

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the months of July and August, 1974, be approved:

2718 Janitor-Foreman

John Lowe

3602 PT Page

Teresa Choi

David Dalin

Garland Gilbert

Chester Gin

Nancy Ho

Cecilia Martinez

Anna Ramos

Teresa Tang

3616 Library Tech. Asst. I

Ronald Chabot - EEA

Thomas Noronha - EEA

Eve Rannells

3630 Librarian I - PT

Lee Lourea

Grace W. Ruth

7302 Audio-Visual Tech.

Willie Taylor - EEA

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

2716 Janitor-Sub-Foreman

Olivia Chatman

3602 FT Page

Mark Thompson

3602 PT Page

Jennifer Futernick

Maxine Leibowitz

Deborah Liu

Christopher Sam

3602 PT Page

Robert Bowman

Annie Campillo

Sharlene Carlson

Frank Donahue

Jane Dunlap

Baren Fong

Edwin Ford

Robina Frazier

3610 Library Asst. PT

Edgard Acevedo

3630 Librarian I - PT

James Jackson

8202 Watchman

Edgard Solorzano

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SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

October 1, 1974

The regular meeting of the San Francisco Public Library Commission was held October 1, 1974, in the Commission Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, McDonnell, Stern, Gaines, and Casper. Commissioners Malone, and Van der Lieth were excused.

It was moved by Commissioner Stern and seconded by Commissioner McDonnell, that the minutes of the September meeting be approved. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
DR. KEVIN STARR

1. Dr. Starr nominated G. William Gahagan, President of California Friends of Robert Frost to be Honorary Curator for the Robert Frost Collection. It was so moved by Commissioner McDonnell, seconded by Commissioner Gaines and unanimously approved.
2. Dr. Starr talked of the need for more storage space in the History Room and the expansion of the San Francisco Art collection under the direction of Mrs. Oberstein and Mrs. Hansen.
3. Dr. Starr reported that when the 28th annual San Francisco Art Festival was held, first prize for City Purchasing was granted to the "k-7" Sculpture by Mr. Richard Mayer. Dr. Starr asked the Library Commission to authorize a request to the Art Commission to place the Sculpture at the Library as a permanent exhibit. It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved, that the Library Commission submit a request to the Art Commission for the Sculpture. Placement will be discussed at a later time.
4. Dr. Starr introduced David Belch, who spoke about "Feel Fine Free Week". Mr. Belch reported that 26 radio stations were playing spots, all local television channels are showing spots, and the Progress, Examiner, and the Chronicle had spots in their columns about "Feel Fine Free Week". Registration reported that twice as many books were returned yesterday than usual.
5. Dr. Starr reported that the Library received from the estate of the deceased Fred Bloch, a check in the amount of \$1,532.87 plus gifts of books and scientific papers. Dr. Starr will write a letter of thanks to the relatives of Mr. Bloch as soon as they are located.

6. Dr. Starr announced that employees must work on Election Day, November 5, 1974. Commissioner McDonnell will submit Resolution #764.
7. Dr. Starr reported that Mrs. Scannell, Chief of Branches, is working on plans for increased service at the Noe Valley Branch Library.
8. Mrs. Scannell reported that the renovation of Chinatown and Mission branches is proceeding satisfactorily.
9. Mr. Ramirez reported on the Close Shelving in Sutro Stacks. Mr. Ramirez introduced Robert Williams who stated that to receive proper funds, the project must be presented to the Planning Commission, which we have done. We may now seek funding in two ways: (1) submit a Supplemental Appropriation Request this year, and (2) place it in budget request for next year.
10. Dr. Starr announced that the 1973-74 San Francisco Public Library Annual Report has been completed and submitted to the Mayor's Office and that the Commissioners should already have their copies, as well as a copy of the Grand Jury Report.
11. Mrs. Goodwin read new Rules for conduct for patrons of the Library. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the Rules of Conduct be adopted.
12. Mrs. Goodwin also reported that the Special Collections Fee Schedule is not ready yet. The Ordinance will be heard tomorrow (Oct. 2, 1974) at the Board of Supervisors Finance Committee meeting.
13. Mrs. Goodwin stated that the Bicennial Budget Advisory Committee was formed this week to represent a wide range of service in the Library and the community.
14. Mrs. Goodwin announced that on Election Day all branches and the Main Library will be open. Technical Services will be closed. There will be minimum coverage in the offices of Public Information, BARC, Reference Center, and the Administrative Offices.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi reported that the 1975-76 Maintenance and Repair request has been submitted to the Department of Public Works for estimates.
2. Mr. Cerasi further reported that certain branches may have problems on election day. For example, Eureka Valley may have difficulty handling its normally busy Tuesday schedule along with a potentially heavy voter turnout.

FRIENDS OF THE LIBRARY REPORT
MR. DAVID YAMAKAWA, JR.

1. No report.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of September, 1974, in the amount of \$7,128.18 be accepted.
2. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted:

RESOLUTION #759

RESOLVED, that the Library Commission hereby authorizes the attendance of Tibby Storey at the Pilot Seminar for Librarians on Accessing Federal Statistical Sources given at the Bureau of the Census in Washington, D.C., on November 11-14, 1974; travel expenses to be paid from City and County funds, as such funds permit.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Gaines, and unanimously approved, that the following resolution be adopted:

RESOLUTION #760

RESOLVED, that the Library Commission hereby authorizes the attendance of Vivian Goodwin at the California State Library workshop on program planning and evaluation to be held in Sacramento, October 4-5, 1974; travel expenses to be paid from State funds, as such funds permit.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted:

RESOLUTION #761

RESOLVED, that the Library Commission hereby authorizes the attendance of Effie Lee Morris and Linda Geistlinger at the

California Council on Children and Youth to be held at Francisco Torres, Goleta, October 17-19, 1974; travel expenses to be paid from Early Childhood Project funds, as such funds permit.

5. It was moved by Commissioner McDonnell, seconded by Commission Gaines, and unanimously approved, that the following resolution be adopted:

RESOLUTION #762

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilbert W. McNamee at the preconference and annual conference of the California Library Association, in San Diego, November 8-14, 1974; travel expenses to be paid from BARC funds, as such funds permit.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Casper, and unanimously approved, that the following resolution be adopted:

RESOLUTION #763

RESOLVED, that the Library Commission hereby authorizes the attendance of Sue Critchfield at the annual conference of the California Library Association, in San Diego, November 10-14, 1974; travel expenses to be paid from BARC funds, as such funds permit.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted.

RESOLUTION #764

WHEREAS, the electorate of the City and County of San Francisco voted to keep city offices open to serve the public on Election Day, November 5, 1974, and

WHEREAS, Election Day is a legal city holiday and the Annual Salary Ordinance mandates overtime pay to personnel in certain classifications, and

WHEREAS, the Library budget does not provide the necessary overtime funds, be it

RESOLVED, that the Library Commission approve a Supplemental Appropriation Request for such required overtime funds.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER WILLIAM M. MALONE

1. It was moved by Commissioner McDonnell, seconded by Commissioner Gaines, and unanimously approved, that the following resolution be adopted:

RESOLUTION #758

APPROVAL, non-Civil Service, temporary and recertification of temporary appointments made during the month of September, 1974. (See attachment)

LIBRARY EXTENSION
COMMISSIONER DOROTHY M. CASPER

1. Commissioner Casper reported that she believes the Main Library should be open on Sundays. She said the reason for this is that she received a telephone call from people of the North Beach area calling her attention to the fact that the working class people have not time to get to the Library during the week and in the evening some may not be able to get to the Main Library. Dr. Starr stated that Mrs. Scannell is preparing a study of the possibility of a Tuesday-Sunday schedule for the Library. David Belch stated that it is not a desire of not giving service that the Library is closed. It is that this Library has the smallest staff than any other Library of comparable size in the United States, and the staff is spread so very thin that the Libraries can not be open as much as desired. Two of the major problems of this are part of the City Charter; basically, a San Francisco public employee works 40 hours a week, those are 8 hour days, they cannot work a split shift and the other restriction is that you cannot ask a person to work 7 days. The employee must have two consecutive days off.

2. Dr. Starr stated his intentions of making a full presentation on the subject of Branches and Branch Hours at the next meeting.

3. Sally Brunn spokeswoman for the Friends of Noe Valley spoke to the Commissioners about expanded service for Noe Valley Branch. She presented petitions with 700 signatures from people of the Noe Valley area. Ms. Brunn stated that members of the community want access to Noe Valley Branch, a second librarian at the branch and that they would like the library to be open on Saturday. Commissioner McDonnell proposed a supplemental appropriation for a Librarian I and increase hours, specifically for Noe Valley. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that such supplemental be submitted.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER ERNEST J. GAINES

1. No report.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern believes that if the Library worked with the neighborhood groups they will get what is needed, for better Library service, support.
2. Commissioner Stern stated that Stephanie Row wrote a letter to the Executive Director of the Housing Authority, saying that the Whole World will be back in operation. The letter was written in August.
3. Commissioner Stern reported that the National Book Committee will be in operation for at least another 30 days.

COMMUNICATIONS

1. None

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 5:15 P.M.

The next regular meeting will be held Wednesday, November 6, 1974,
at 3:30 P.M.

Respectfully submitted,



GEORGE CERASI

Secretary

San Francisco Public Library Commission

RESOLUTION NO. 758

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of September 1970 be approved.

602 Page PT

Orna Chee
Eleanor Bunac
Clifford Yee
Stanley Ip
Mark Freeman
Andra Hintzen
Janice Tucker
Claudia Lee
Dori Lai
Richard Carreon
Cathryn Cox
Jim Hamman
Susan Kurtz
Warren Kwok
Robert Mast
Edgard Solorzano
Wen Westbrook
Evin Gallagher
Deborah Mah

1630 Account Clerk

Laurence Fontes

3630 Librarian

Carol Melvin

AND FURTHER that the following resignations of non-civil service, part-time and temporary positions be accepted:

602 Page PT

Franklin Heyneman
Robert Stewart
ynthia Glass
Steve Radcliffe
Harry Dea
Andar Hinzten
Howard Chan
Len Lew
Mildred Tsen
Ynette Chin

3602 Page PT (cont)

Lotus Wong
James McCarthy
Robin Millar
David Stead
Bayardo Chamorro
Molinda Mah

3602 Page FT

William Acevedo

Minutes

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

November 6, 1974

The regular meeting of the San Francisco Public Library Commission Meeting was held November 6, 1974, in the Commission Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, McDonnell, Stern, Van der Lieth, Gaines, Casper and Malone.

It was moved by Commissioner McDonnell, and seconded by Commissioner Casper, that the minutes of the October meeting be approved as mailed. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
DR. KEVIN STARR

1. Dr. Starr reported that under the GITA program for federally-funded employment the San Francisco Public Library is asking for a large contingent. The library has applied for 67 employees, of various classifications. The library proposes an "Experiment in Excellence" to demonstrate to the public what a properly staffed public library can provide by way of strong and vital library services. Sunday hours are also contingent on the positions. This proposal has been submitted to the Mayor's Office. Commissioner McDonnell asked for an in-depth discussion of future implications if and when the program ends.
2. Dr. Starr introduced Mr. David Belch who stated that the CLSI Patron Survey is to be distributed throughout the Library System. Commissioner McDonnell suggested that a change be made in the question "Do you object to filling out these forms?" to perhaps "Do you find it difficult to fill out these forms?".
3. Mr. Belch further stated that his report of the reply to the Harvey Rose Report needed further research, but we still are hoping to have it ready by January.
4. Dr. Starr introduced Miss Effie Lee Morris who reported that Children's Book Week will be celebrated during the month of November. The theme for this annual celebration is "Books for All Reasons, In All Seasons, For Any Me I Want To Be". Books showing current children's reading trends are displayed on the second floor of the Main Library. Miss Morris said that children's librarians and their advisory councils of children will be outside the libraries from 3:00 to 5:00 P.M., November 7, 1974, to encourage children to sign up for library cards and to use the library to bring visibility to the Children's Librarians and their Special Services. Miss Morris further stated that the November issue of FREE contains an insert devoted entirely to Children's Book Week and the 1974 Summer Reading Program, "Any Me I Want To Be".

5. Miss Morris reported that Dial-a-Story is now in twenty-seven libraries across the country and they are doing well. She further reported that the elementary school librarians of the San Francisco Unified School District have invited the San Francisco Public Library's Children's Librarians for the Bi-annual joint meeting at the Cabrillo School on Tuesday evening at 7:30 to 9:00 P.M.

6. Dr. Starr reported that he has been in contact with Mr. Richard Harcourt of the San Francisco Chamber of Commerce about the New York Times Information Bank and that they both feel prospects for San Francisco Chamber of Commerce funding of the project are favorable. It would cost approximately \$15,000 yearly.

7. Dr. Starr reported that the Special Collections Fund was approved by the Board of Supervisors. Dr. Starr recommended that a Library Commissioner be appointed to the Special Collections Fund. Commissioner Marjorie Stern was appointed by Commissioner Callanan.

8. Dr. Starr introduced Mrs. Vivian Goodwin who reported on the Special Collection Fees to be established. The Commissioners adopted the statement of policy on photographic service which gives credit to San Francisco Public Library for any used for reproduction and sets the fee schedule. The service charge for copying photos belonging to the Library is: \$1.00 per photo and \$15.00 and up for commercial use of the material. Commissioner McDonnell moved that the schedule of fees of the Special Collections Fund be approved, Commissioner Stern seconded it, there being no objection, it was so ordered.

9. Dr. Starr commented on the political angles of the Librarian's Guild Proposal for Adequate Branch Library Service and introduced Karen Scannell to respond to it. Mrs. Scannell stated she found much that was worth while and that many of the ideas in the Guild Proposal were in line with what she was thinking in terms of branch staffing and hours, but she did not feel that the San Francisco Public Library had any branch with the physical capacity to handle the staffing and collections such as the proposal outlined. Tom Fowler, President of the Librarian's Guild commented on the inadequate staffing and collections in the present branch system. Dan Tatko, member of the Guild Committee which drew up the Proposal explained that the Proposal was based on the actual conditions people have to work with now in terms of staff, collections, and facilities.

10. Commissioner Stern wanted to enlarge on a suggestion that neighborhoods form a committee that would make use of the Guild's Proposal. Commissioner Malone stressed the need for a Branch Library Plan formulated by the Library Administration which could be put before the public for discussion.

11. Dr. Starr mentioned that he is to appear at the Board of Supervisor's Urban and Consumer Affairs Committee on a meeting in relation to the closing of certain branches on Mondays. The meeting is to be held on November 7, 1974.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi submitted the Financial Statement for the San Francisco Public Library for the first quarter, ending September 30, 1974. A copy is attached.

FRIENDS REPORT
MR. DAVID YAMAKAWA JR.

1. Mr. Yamakawa stated that the Friends authorized \$500 to be allocated for expenses for the first sale of books from the Special Collections Department.
2. Mr. Yamakawa reported that the Martin Luther King Bibliography is being published by G. K. Hallco and the Friends were planning a reception to introduce the book to San Francisco.
3. Mr. Yamakawa reported that a friend of the Friends passed away and left \$5,000 in cash and her personnel library to the library. The \$5,000 is to be set aside for the new Main Library.
4. Mr. Yamakawa further reported that the annual Book Sale for 1975 will be held April 2-6. A committee has been formed to plan events for the Bi-Centennial celebration of the United States.
5. Mr. Yamakawa introduced Mrs. Grace McDuff who stated that the KLA and Friends have each sent in a resolution to the Board of Supervisors and also are speaking with them about keeping and bettering our libraries. A number of Civic Groups have also sent in resolutions urging Marshall Square as the site of a new Main Library.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL

1. Commissioner McDonnell moved that the Library Commission direct the administration to re-invest a \$10,000 Treasury Bond maturing November 15 in paper yielding the highest rate obtainable on that date. Commissioner Malone suggested that Mr. Williams check on term as well as rate. There being no objection, it was so ordered.
2. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of October, 1974, in the amount of \$2,416.50 be accepted.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Vander Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #765

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the California Library Association Convention in San Diego, California, November 10-14, 1974; expenses to be paid from Video Resources Project fund, as such funds permit.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Casper, and unanimously approved, that the following resolution be adopted:

RESOLUTION #767

RESOLVED, that the Library Commission hereby authorizes the attendance of Vivian Goodwin, Eunice Parker, William Ramirez, and Kevin Starr at the California Library Association Convention in San Diego, California, November 10-14, 1974; expenses to \$100 each to be paid from regular library travel funds.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Vander Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #768

RESOLVED, that the Library Commission hereby authorizes the attendance of Beth Beerbohm, Celia Brockenbrough, Akilimali Funua and Nancy Kellum-Rose at the California Library Association Convention in San Diego, California, November 10-14, 1974; expenses to \$100 each to be paid from State travel funds.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted:

RESOLUTION #769

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilbert W. McNamara at the American Library Association Midwinter Meeting, January 18-25, 1975, in Chicago, ILL; travel expenses to be paid from BARC funds, as such funds permit.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Vander Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #770

RESOLVED, that the Library Commission hereby authorizes the attendance of Harriet Collopy at the Special Libraries Association program, October 25-26, 1974, at the Stanford Court in San Francisco; registration fee to be paid from regular library funds.

8. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #771

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the California Community Television Association Convention in Anaheim, California, December 4-7, 1974; expenses to be paid from CVRP funds, as such funds permit.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER WILLIAM M. MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #766

APPROVAL, non-Civil Service, temporary and recertification of temporary appointments made during the month of October, 1974.
(See attachment)

LIBRARY EXTENSION
COMMISSIONER DOROTHY M. CASPER

1. Commissioner Casper reported that there were petitions from St. Philipps School stating the desire to keep the Noe Vally Branch Library open evenings and Saturdays.
2. Commissioner Casper further reported that many schools surround the North Beach Branch Library and it should not be closed down.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER ERNEST J. GAINES

1. Commissioner Gaines reported that he has been invited to the CLA convention to receive a plaque and to speak about his book, The Autobiography of Miss Jane Pittman.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MARIONNE G. STERN

1. Commissioner Stern stated that Commissioner Gaines' book made a great movie and he deserves the plaque very much.

COMMUNICATION

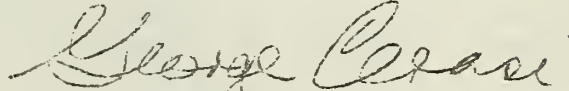
1. From City Treasurer, Tom Scanlon, asking the Library Commission what action it desires to take with the proceeds from Treasury Bond #17783. Maturing November 15. See Budget and Operation Committee report.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 5:25 P.M.

The next regular meeting will be held Tuesday, December 3, 1974, at 3:30 P.M.

Respectfully submitted,



GEORGE CERASI

Secretary

San Francisco Public Library
Commission

FINANCIAL STATEMENT
SAN FRANCISCO PUBLIC LIBRARY
QUARTER ENDING SEPT. 30, 1974

EVOLVING FUND

\$10,000

EVENUES:

FIRST QUARTER

LOST BOOKS PAID	\$ 2,091
FINES	12,369
SALE OF RESERVE POSTCARDS	693
MISCELLANEOUS INCOME	1,473
SERVICES OF OTHER DEPT.	<u>2,500</u>

TOTAL	<u>\$19,126</u>
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	<u>APPROPRIATION- TRANSFER</u>	<u>EXPENDED & ENCUMBERED FIRST QUARTER</u>	<u>EXPENDED & ENCUMBERED FOR THE YEAR</u>	<u>BALANCE</u>
PERMANENT SALARIES	\$3,184,086	\$ 605,988	\$ 605,988	\$2,578,098
PERMANENT SALARIES - LIB. ANNEX	28,584	5,654	5,654	22,930
VERTIME SALARIES	800	54	54	746
TEMPORARY SALARIES	800	0	0	800
PAGES - PERMANENT	78,499	17,870	17,870	60,629
PAGES - TEMPORARY	349,000	75,093	75,093	273,907
CONTRACTUAL SERVICES	166,341	20,473	20,473	145,868
MAINT. & REPAIR - AUTO EQUIP.	2,600	0	0	2,600
EAT, LIGHT, & POWER	62,676	12,737	12,737	49,939
BINDING	30,000	29,000	29,000	1,000
SUBSCRIPTIONS	125,000	118,478	118,478	6,522
MATERIALS & SUPPLIES	55,731	8,959	8,959	46,772
LIBRARY & REFERENCE BOOKS	650,000	513,367	513,367	136,633
FIXED CHARGES	67,306	64,735	64,735	2,571
MANDATORY FRINGE BENEFITS	586,404	159,476	159,476	426,928
SERVICES OF OTHER DEPT.	71,126	16,168	16,168	54,958
EMERGENCY EMPLOYMENT GRANT	65,000	28,781	28,781	36,219
MARC GRANT	236,277	62,233	62,233	174,044
MATTHEW GRANT	21,339	1,530	1,530	19,809
EARLY CHILDHOOD GRANT	97,083	50,457	50,457	46,626
DEPT. OF PUBLIC WORKS	<u>78,340</u>	<u>9,624</u>	<u>9,624</u>	<u>68,716</u>
 TOTAL	 <u>\$5,956,992</u>	 <u>\$1,800,677</u>	 <u>\$1,800,677</u>	 <u>\$4,156,315</u>

Nov. 6, 1974

RESOLUTION NO. 766

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of October, 1974, be approved:

1402 Jr. Clerk (EEA)

Yoshiko Bakhtiary
Robert Charbonneau

1424 Clerk Typist (EEA)

Conyus Calhoun

2714 Janitor (EEA)

Ralph Paige

3602 PT Page

Claudine Aymard
Timothy Barrow
Karen Cassidy
George Chin
Dolly Choy
John Figone
Mary Fitzpatrick
Donna Granados
Andrew Jin
Elaine Lee
David Low
Richard Monteleone
Ana Montes
Patricia Morgan

3602 FT Page

Henry Osaki
Steven Seid
Dean Snider
Guy Thompson
Margaret Tong
Christopher Tsang
Wellman Wu

3602 FT Page

Robert Phippeney

3616 Lib. Tech. Asst. I - EEA

Ivy Jou
Mehr Khan

3630 Librarian I

Marilou Miller

3632 Librarian II

Deborah Cornue
Blanche Maulet
Elizabeth Wright

8202 Watchman

Thomas Argo

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1422 Jr. Clerk Typist

Jerry Butterfield

3602 PT Page

Howard Chan
Alfredo Delemos Jr.
Robert Fletcher
Mary Glennon

3602 PT Page

Naoko Koike
Karen Kwok
Dixon Lee
James McCarthy
Anna Ramos
Teresa Tang
Lotus Wong

DEC 17 1974

SAN FRANCISCO PUBLIC LIBRARY

SAN FRANCISCO
PUBLIC LIBRARY

COMMISSION MEETING

Minutes

December 3, 1974

The regular meeting of the San Francisco Public Library Commission was held December 3, 1974, in the Commission Room, Main Library.

The meeting was called to order at 3:40 PM by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Stern, McDonnell, Gaines, Malone, and Casper. Commissioner Van der Lieth was excused.

It was moved by Commissioner McDonnell and seconded by Commissioner Gaines, that the minutes of the November meeting be approved. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORTDR. KEVIN STARR

1. Dr. Starr stated that the Library is receiving more than 20% of the new jobs coming in on the Public Employment Program. He then introduced Mr. David Murphy who reported that the Library is receiving 65 positions: thirty-one of whom are professional librarians. The library received 17 of the new librarians on Wednesday, November 27, 1974, and will receive the remaining group on Wednesday, December 11, 1974. Mr. Murphy then introduced the following, who gave their names and stated when and where they received their degrees and where they have worked:

Ms. Lori Croskey	Ms. Bobby Jones
Mr. Bertrand Jones	Ms. Julia Chu
Mr. Gerald Smith	Mr. Albert Spence
Ms. Deborah Sommer	Ms. Patricia Smith
Ms. Elsie Wong	Ms. Ruth Gray
Ms. Leslie Eldridge	Ms. Judith Brownlow
Ms. Judy Epperson	Ms. Carolyn Kim
Mr. Frank Pinell	Ms. Kathleen Maynard
Mr. Jacob Shumeda	

Mr. Murphy thanked the Chiefs and Coordinators for their assistance in the program. Commissioner Callanan and Dr. Starr welcomed the new librarians.

2. Dr. Starr introduced Mr. William Ramirez who reported on Sunday hours at the Main Library. Hours will be from 1 to 6 PM on Sundays, with the exception of Easter Sunday. They will start on January 12, 1975.

3. Dr. Starr asked the Commissioners to approve opening Main Library and Chinatown, Richmond, West Portal, and Excelsior branches on the same Sunday hours schedule. Commissioner Malone made a motion to accept the Sunday hours for the Main and four named branches, Commissioner Stern seconded the motion. Commissioner Gaines asked why these particular

branches were picked for the Sunday hours. Mrs. Karen Scannell, Chief of Branches, answered that they were picked for their geographical locations, easy transportation, physical space and student usefulness. Commissioner Callanan recognized Mr. Victor Theusen, Research Director of Local 400. Mr. Theusen stated that he thought the Commission was acting hastily. He said the Librarian's Guild feels that the Library should be opened on Sundays but should have staff enough to open correctly. He said it wasn't fair to give to these 65 persons temporary jobs that were originally permanent positions. Mr. Theusen said if the Commission passed the proposal they would be undercutting standards that have been imposed on others. Mr. Murphy explained later that the unfunded positions in the budget were not involved in these appointments. Commissioner Malone stated that the whole country is going through difficult times and that the Library needs to accept whatever and as much as it can. He also felt that the thirty-one librarians most likely wanted the jobs. The motion carried with Commissioner McDonnell registering objection.

4. Dr. Starr introduced Mr. Robert Williams who reported on the C.V.R.P. effort to establish a revenue fund. He introduced Mr. Roberto Esteves who stated that projects like C.V.R.P. are supposed to generate money to become self-sustaining. Projects can generate funds to use only for the project itself. In order to set up the account a resolution from the Library Commission and one from the Board of Supervisors is needed. Commissioner McDonnell suggested the resolution be adopted out of order. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted:

RESOLUTION #778

WHEREAS, the California State Library has established the "California Video Resource Project" with Federal Library Services and Construction Act funds; and

WHEREAS, the California State Library has authorized the generation of revenue from the sale of products and services of the California Video Resource Project; and

WHEREAS, the Code of Federal Regulations, Vol 45, Paragraph 100b.235(a)(b) and Paragraph 100b.235(a)(b)(1) mandates all such income be retained by the Project and expended for purposes which further the objectives of the Project; and

WHEREAS, the California State Library has requested the Project keep a separate account for the federal monies generated and disbursed by said Project;

THEREFORE, BE IT RESOLVED, that the San Francisco Public Library Commission authorizes the establishment of a separate account for the receipt and disbursement of federal monies generated by the California Video Resource Project; and

- BE IT FURTHER RESOLVED, that the San Francisco Public Library Commission requests that the Board of Supervisors authorize the establishment of such an account.

Mr. Williams further reported that they have the possibility of three supplemental appropriation requests, they are, briefly (1) to increase the Periodical funds, (2) to increase page hour funds, and (3) to correct 45 Hyde Street's ventilation problem.

5. Dr. Starr announced that the Special Collection Fund legislation is complete and since the Board of Supervisors want it under the direction of a Commissioner, it has been assigned to Commissioner Stern.

6. Mrs. Vivian Goodwin reported that the November Statistics Report from the Catalog Department indicate 12,000 volumes processed, well above our average 10,000 per month.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi read a message from Mrs. Abrams requesting Mrs. Karen Scannell to have one of her Budget Meetings in the day time so that the senior citizens of San Francisco may attend.

2. Mr. Cerasi read the document citing the Public Library on 13 violations at 45 Hyde Street by the State Division of Industrial Safety. All but one of the violations are relatively minor and will be corrected by December 13 as required. To meet the requirement of adequate ventilation will require a Supplemental Appropriation Request, in effect (an) updating (of) the last one turned down by the Board of Supervisors. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved, that the administration request a supplemental appropriation to correct the ventilation system cited by the State Division of Industrial Safety.

FRIENDS REPORT
MR. DAVID YAMAKAWA JR.

1. Mr. Yamakawa reported that the designation of the use of Friends Special Funds has been made for three additional listening stations for the Art & Music Departments. This fund was created in the memory of Helen Weinstein. Commissioner Stern moved to accept the gift, Commissioner Malone seconded it. There being no objection it was so ordered.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. In Commissioner Van der Lieth's absence, Commissioner Callanan stated that the Marshall Square debate was to take place at City Hall on December 4, 1974, at 3:00 PM and all who could attend should do so.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. MCDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of November, 1974, in the amount of \$5,486.42 be accepted.
2. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved, that the following resolution be adopted:

RESOLUTION #772

RESOLVED, that the Library Commission hereby authorizes the acceptance from the estate of Fred Bloch, a check in the amount of one thousand five hundred thirty-two dollars and eighty-seven cents (\$1,532.87), books, scientific papers and thesis belonging to Fred Bloch.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved, that the following resolution be adopted:

RESOLUTION #774

RESOLVED, that the Library Commission hereby authorizes the absence with pay of Kevin Starr, to travel to Washington D.C., December 9-13, 1974; along with Dr.-J. Holiday of the California Historical Society to represent the Committee for Humanities and Public Policy of the National Endowment of the Humanities to negotiate the funding of Bicentennial programs in San Francisco, with the National Endowment of the Humanities.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved, that the following resolution be adopted:

RESOLUTION #775

RESOLVED, that the Library Commission hereby authorize the attendance of Effie Lee Morris and Kevin Starr at the American Library Association 1975 Midwinter Meeting in Chicago, Illinois, January 18-26, 1975; expenses to be paid from regular library travel funds, as such funds permit.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted:

RESOLUTION #776

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves and Nancy Kellum-Rose at the

American Library Association 1975 Midwinter Meeting in Chicago, Illinois, January 13-26, 1975; expenses to be paid from State travel funds, as such funds permit.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved, that the following resolution be adopted:

RESOLUTION #777

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilbert W. McNamee at the Institute on Training of Trainers for Interlibrary Cooperation, in Boulder, Colorado, December 2-9, 1974; expenses to be paid from BARC funds, as such funds permit.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER WILLIAM M. MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted:

RESOLUTION #773

APPROVAL, non-civil service, temporary, and recertification of temporary appointments made during the month of November, 1974.

LIBRARY EXTENSION
COMMISSIONER DOROTHY M. CASPER

1. Commissioner Casper complimented the Commission and Dr. Starr on extending library hours, and congratulated the new librarians.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER ERNEST J. GAINES

1. Commissioner Gaines displayed the Black Caucus Award for literature and advancement of culture which he received at the California Library Association Conference in San Diego.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern stated that there is to be a terrific lineup at the hearing tomorrow supporting the Marshall Square Site for the Library.

2. Commissioner Stern read a letter written to Supervisor Feinstein from the Council of District Merchants, backing the Marshall Square Site for the Library.

COMMUNICATION

1. None.

ADJOURNMENT

1. Commissioner Callanan asked that a motion be made to close the Library at 5:00 on Christmas Eve and New Year's Eve. It was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously, approved, that the Library be closed at 5:00 PM on Christmas Eve and New Year's Eve of 1974.

There being no further business to transact the meeting was adjourned at 5:10 PM.

The next regular meeting will be held Tuesday, January 14, 1975 at 3:30 PM.

Respectfully submitted,



GEORGE CERASI

Secretary

San Francisco Public Library Commission

December 3, 1974

RESOLUTION NO. 773

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of November, 1974, be approved:

1240 Asst. Personnel Analyst - EEA
Lori Croskey

3630 Librarian I
Philip Whitney

3602 FT Page
David Lee
Robert Phippeney

3630 Librarian I - EEA
Judith Brownlow

3602 FT Page
Doris Chew
Sally Fung
Donald Jingles
Patricia Mahoney
Bonnie Ng
Alejandro Sanchez
George Wiley

Julia Chu
Leslie Eldridge
Judith Epperson
Ruth Gray
Bertrand Jones
Bobby Jones
Carolyn Kim
Sandra Lane
Kathleen Maynard
Frank Pinell
Jacob Shumeda
Gerald Smith
Patricia Smith
Deborah Sommer
Albert Spence
Elsie Wong

3616 Library Tech. Asst. I
Jo Trotter

3630 Librarian I
Sara Cox
Emily Romm

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page
Raymond Forth
Cynthia Glass
Bronwyn Haran
Franklin Heynemann
Lily Ho

3602 PT Page
Terance Lee
Joell Liebert
Michael Quan
Mantle Yu
Andrew Jin

DEC 26 1974

SAN FRANCISCO PUBLIC LIBRARY

SPECIAL COMMISSION MEETING

SAN FRANCISCO
PUBLIC LIBRARY*Minutes*

December 20, 1974

A special meeting of the San Francisco Public Library Commission was held December 20, 1974, in the Commission Room, Main Library.

The meeting was called to order by President Callanan, at 10:10 AM.

On roll call the following were noted present: Commissioners Callanan, Stern, Malone, Van der Lieth, Casper, and Gaines. Commissioner McDonnell was excused.

Dr. Kevin Starr introduced the Commissioners to the second group of new librarians from the C.E.T.A. Program. He then called on Mr. David Murphy to present the new librarians individually to the Library Commission.

After some discussion, it was moved by Commissioner Stern, seconded by Commissioner Van der Lieth, and unanimously approved, that the Library Commission officially request the Planning Commission to designate Marshall Square as the site for a new Main Library or library use.

It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern, and unanimously approved, that the Library Commission thank the Friends of the Library and Keep Libraries Alive for all their work and help for the Library. There being no objection, it was so ordered.

Commissioner Callanan stated that presently a 2/3 vote is needed to pass a Library Bond Issue, but there is a bill coming up in the State Legislature, this year, that if passed, would allow Library Bond Issues to be passed with a simple majority vote.

It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved, that the Library Commission approve, in principle, the idea of going for a Bond Issue, without specific date; that the City Librarian be instructed to present various alternative plans with various alternative means of securing bonds for a new Main Library including improvement of branches.

There was discussion of when to present the Bond Issue but no definite time was decided upon.

Mr. David Belch stated that Public Budget Meetings are to be held January 6, 1975, at Parkside Branch, January 7, at Richmond Branch, January 8, at Excelsior Branch, and January 9, at North Beach Branch.

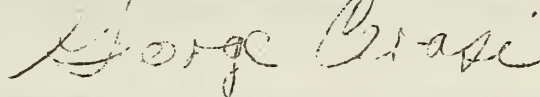
Dr. Starr was asked to make an appointment for the Library Commission with the Mayor to seek a revenue sharing grant for planning purposes for a new Main Library; to write a letter of thanks to the Friends and KLA for their help on Marshall Square; and to meet with City Planner, Mr. Dean Macris.

San Francisco Public Library
Special Commission Meeting

December 20, 1974
Page 2

There being no further discussion, the special meeting of the
Library Commission was adjourned by President Callanan, at 11:25 AM.

Respectfully submitted,

A handwritten signature in cursive script, reading "George Cerasi". The signature is written in dark ink and is positioned above the printed name and title.

GEORGE CERASI

Secretary

San Francisco Public Library Commission

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

January 10, 1975

The regular meeting of the San Francisco Public Library Commission was held January 10, 1975, in the Commission Room, Main Library.

The meeting was called to order at 3:10 PM by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Stern, McDonnell, Casper, Van der Lieth, and Gaines. Commissioner Malone was excused.

It was moved by Commissioner McDonnell and seconded by Commissioner Stern, that the minutes of the December meeting be approved. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT

DR. KEVIN STARR

1. Dr. Starr introduced Mr. David Murphy, who spoke on a possible second phase of Comprehensive Employment and Training Act (CETA) positions for the Library. Mr. Murphy stated that the Library asked for 139 additional people, primarily in the clerical classification, to utilize in service for the home bound, institutionalized, Mobile Services, and to aid processing in Technical Services. Mr. Murphy stated that the Library would also like to have additional crew for the Janitorial Department to keep up with their work load throughout the Library. Dr. Starr thanked Mr. Murphy for his help on this matter.

2. Dr. Starr introduced Mrs. Karen Scannell who presented a proposal to extend branch hours. Mrs. Scannell reported that the proposal adds one adult services CETA librarian to Noe Valley Branch so that that branch may be opened on Saturday; adds several CETA staff at Richmond, Excelsior and Chinatown Branches in order to open Park and Potrero Branches on Monday and to bring Chinatown branch in line with other branches of it's size.

Dr. Starr asked that the Library Commission approve the proposal for the expansion of branch hours, effective February 1, 1975. It was so moved by Commissioner Stern, seconded by Commissioner McDonnell and unanimously approved.

3. Commissioner Callanan recognized Mr. Dan Tatko, President of the Librarian's Guild, who asked that data be made available showing just what hours would be taken away from or given to branches to cover Sunday opening. Dr. Starr stated that Mrs. Scannell has compiled this data and will make it available to the Commissioners.

4. Dr. Starr introduced Mrs. Vivian Goodwin who reported on the Periodical Title Catalog sale price and the Special Collections Book Sale. Mrs. Goodwin stated that last year's survey showed that 78 Libraries were willing to pay \$10.00 for this Title Catalog. A new issue will be coming out in April and we hope to collect the money in advance from those Libraries that want to purchase the Catalog and deposit it into the Publications Fund and from that pay the cost of printing the Catalogs which are sold outside this Library. Mrs. Goodwin recommended that the Library Commission set a price of \$10.00 for the sale of the Catalogs.

It was moved by Commissioner Van der Lieth, seconded by Commissioner McDonnell and unanimously approved, that the Library Commission accept the recommendation of the price of \$10.00 for the sale of Catalogs, and give permission for the deposit and expenditure of this money from the Publication Fund. There being no objection, it was so ordered.

Mrs. Goodwin stated that preparations for the Special Collections Book Sale have already started. Members of the Friends and Library staff are working on plans together. A definite date has not been set yet. Mrs. Goodwin reported that a book auction is planned.

5. Mrs. Goodwin further reported that the Technical Services' supplemental request has been accepted by the Capital Improvements Advisory Council and is now in Mr. Grubb's section of the Mayor's Office. It is accompanied by a legal citation from the Division of Industrial Safety and they are looking at it very closely and very seriously. (See also the Secretary's Report.)

6. Dr. Starr introduced Dr. Anne Englund who will be working in the Special Collections Department.

7. Dr. Starr asked that the Library Commission recommend closing the Chinatown Branch on February 10, 1975 at 5:00 PM for the Chinese New Year's Eve. It was moved by Commissioner Stern, seconded by Commissioner Van der Lieth and unanimously approved, that Chinatown Branch be closed at 5:00 PM on February 10, 1975. There being no objection, it was so ordered.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi reported that the Supplemental Appropriation Request to comply with the State of California's Division of Industrial Safety requirements for the air ventilation of 45 Hyde Street, is now in the Mayor's Office.

2. Mr. Cerasi read a letter from the Division of Industrial Safety, District Manager, Mr. Milton O. Terry, stating their appreciation of our efforts to correct the unsafe conditions cited in Report No. 40, S 3516, and extending the abatement date for the adequate ventilation system to April 1, 1975.

FRIENDS REPORT
MR. DAVID YAMAKAWA, JR.

1. Mr. Yamakawa reported that at the Board meeting of the Friends on Wednesday, January 8, 1975, the Board of Directors voted unanimously to thank the Commission for making library services available to the public of San Francisco on Sundays.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern read a Statement by the Library Commission, dated January 10, 1975, about the Marshall Square Site. (See attached)
2. Commissioner McDonnell stated that he would write up an amendment to State Law so that no City can back up an agreement like the Performing Arts Center wants to have with San Francisco, by issuing revenue bonds with a tax base, without a vote of the people.
3. It was moved by Commissioner Stern, seconded by Commissioner Van der Lieth and unanimously approved, that the Library Commission accept the Statement by the Library Commission that Commissioner Stern read. There being no objection, it was so ordered.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. Commissioner Van der Lieth reported that she will meet with Dr. Starr and the Main Library Committee the week of January 19, 1975, to discuss recent budget actions on the committee's improvement plan.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. MCDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of December, 1974, in the amount of \$11,210.00 be accepted.
2. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the Library Commission approve the 1975-76 Bicentennial Budget \$8.5 million in it's general outline. There being no objection, it was so ordered.

3. Resolutions 773, 773, 774, 775, 776, and 777 were reaffirmed by Commissioner McDonnell.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER WILLIAM M. MALONE

1. It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted: (See attached)

RESOLUTION #780

APPROVAL, non-civil service, temporary, and recertification of temporary appointments made during the month of December, 1974.

LIBRARY EXTENSION
COMMISSIONER DOROTHY M. CASPER

1. Commissioner Casper commended Mr. David Belch for his handling of the budget information meetings held at four branch libraries, January 6-9, 1975.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER ERNEST J. GAINES

1. Commissioner Gaines commended Ms. Stephanie Row, of the Whole World, for her excellent service to the Public, and described his visit to the media mobile at one of its downtown stops.

ELECTION OF OFFICERS

President Callanan declared that nominations were in order for Commission Officers for the 1975 term.

Commissioner Stern nominated Commissioner Callanan for the office of Commission President. The nomination was seconded by Commissioner Van der Lieth. Commissioner Callanan was declared President by unanimous action.

Commissioner McDonnell nominated Commissioner Stern for the office of Commission First Vice-President. The nomination was seconded by Commissioner Gaines. Commissioner Stern was declared First Vice-President by unanimous action.

Commissioner McDonnell nominated Commissioner Van der Lieth for the office of Second Vice-President. The nomination was seconded by Commissioner Casper. Commissioner Van der Lieth was declared Second Vice-President by unanimous action.

It was moved by Commissioner McDonnell, unanimously seconded and approved that nominations for Commission Officers be closed.

COMMUNICATION

1. Mr. Cerasi read a memorandum from the Board of Supervisors to the Director of Public Works citing a communication from John H. O'Reilly, suggesting installation of a pedestrian signal at the corner of Larkin and McAllister Streets and recommending that the Public Library install an electronic detection device at its Main Branch to prevent theft.

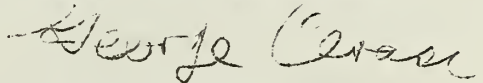
2. Glenda Hooper, Librarian III at Ortega Branch, requested consideration of the Library closing on Martin Luther King Day. Since the date, January 15, 1975, was too close for proper notice to the public no action was taken, except to request a legal opinion on whether the Library could close in the future on that day.

ADJOURNMENT

There being no further business to transact the meeting was adjourned at 5:30 PM.

The next regular meeting will be held Tuesday, February 4, 1975, at 3:30 PM.

Respectfully submitted,



GEORGE CERASI

Secretary

San Francisco Public Library Commission

January 10, 1975

STATEMENT BY THE LIBRARY COMMISSION

In view of the ruling by the City Attorney that the former Commerce High site is City property, under the jurisdiction of the Board of Supervisors, and the acceptance of that site as suitable by the Performing Arts Center sponsors, the Library Commission wishes to clarify its own plans for a new Main Library. During hearings on the Marshall Square site, it was suggested by some that the Library Commission "had no plans" for a new Main Library. In fact the Library Commission has had long-standing plans for a new Main Library on this site. To clear up any misunderstanding, the Library Commission is taking the following actions:

1. Officially requesting the Planning Commission and the Board of Supervisors to reconfirm the original designation of Marshall Square as the site for a new Main Library.
2. Immediately asking the Mayor for funds from Revenue Sharing sufficient to do preliminary planning and prepare schematics, not only for a new Main Library on Marshall Square but also for major improvements in the Library's branch system.
3. Proceeding without delay with steps to place a bond issue on the ballot at the earliest practicable time to cover the cost of this construction program.

Hearings on potential uses for the Marshall Square site before the Board of Supervisors have demonstrated widespread neighborhood and community support for a new Main Library on Marshall Square and a demand that the Library Commission develop a specific program for its construction. By moving ahead on this building program without delay, the Commission can not only counter inflation in construction costs - estimated to be 10-12% per year - but also initiate a

building project with a value of some 40 million dollars at a time when unemployment is high. Such a project as a new Main Library will mean hundreds of jobs for San Franciscans.

The Library Commission also requests the cooperation and assistance of the City Planning Department, the Board of Supervisors, and the Mayor in seeking, without delay, available Federal and State funds to cover part of the cost of construction of this vital project.

The Library Commission, as part of the planning program, expects to appoint a Citizens' Advisory Committee, made up of *senior citizens* neighborhood and community leaders, to help with development of plans for the new Main Library as well as improvements in the Branches. This Committee will also provide the leadership which a successful bond issue campaign requires.

January 10, 1975

RESOLUTION NO. 780

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of December, 1974, be approved:

3602 PT Page

Robin Deutsch

Orlando Hudson

Eric Omokaro

Anna Rodriguez

Jolene Wong

3630 Librarian I - PT

Frances Gilman

3630 Librarian I

Carol Cutler

Sonja Morris

Griffith Stokes

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page

Suzanna Chan

David Dalin

Alvin R. Lewis

Cecilia Martinez

3602 PT Page

Ana Montes

Eric Omokaro

Peter Ross

Janice Tucker

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

February 4, 1975

The regular meeting of the San Francisco Public Library Commission was held February 4, 1975, in the Commission Room, Main Library.

The meeting was called to order at 3:35 PM by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Stern, Van der Lieth, McDonnell, Casper and Gaines.

It was moved by Commissioner McDonnell, and seconded by Commissioner Van der Lieth, that the minutes of the January meeting be approved. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. Dr. Starr reported on the results of his appearance before the Planning Commission. He stated that the Library received an "A" rating for compact storage, the 45 Hyde Street ventilation, and a fund for the new main library bond issue to be mounted in 1975-76. Dr. Starr stated that the attitude of the Planning Commission was one of great cooperation for the welfare of the Library. A letter of thanks is being written to Mr. Calvin Malone of the Planning Department.
2. The Commission was asked for permission to have a band or other musical groups come to the Library once a month to play. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved that the Library Commission authorize having concerts in the Library. The time frame and selection were left open.
3. Black History Week starts February 9, 1975. There will be film programs, poetry readings and many other activities going on at the Main Library and the Branches to celebrate Black History Week. Miss Morris added that various children's programs will be held at the Waden Branch.
4. The Grand Jury has begun visits to the Library. Dr. Starr reported that Mrs. Brown and Mr. Baron, members of the Grand Jury, said that the Grand Jury System in San Francisco in many cases doesn't work well because the reports come out too late. They would like to have the Grand Jury report on the Library out before our budget request is acted upon.
5. Dr. Starr reported that the American Issues Forum will have an office in the library under Mr. Schonleber, who will administer a grant from the National Endowment for the Humanities. The Library is also applying for a \$100,000 grant from N.E.H. for a program to be called "The San Francisco Literary Experience".

6. A library committee recommended that the fines on overdue, uncataloged, adult paper back books be set at 5¢ per day with a maximum of 50¢. It was so moved by Commissioner Stern, seconded by Commissioner Van der Lieth and unanimously approved.
7. Mrs. Goodwin asked the Commission for permission to charge a set up fee of \$5.00 plus \$1.00 per photo to T.V. crews who use materials in the Special Collections Department. This fee would be deposited in the Special Collections Fund. It was so moved by Commissioner Van der Lieth, seconded by Commissioner McDonnell, and unanimously approved.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi reported that renewal of the leases for Visitacion Valley, Ingleside, Glen Park and Business Branches is now due. Commissioner McDonnell asked Mr. Cerasi to look into the square foot cost of the Business Branch, to see if renegotiation is in order. Mr. Cerasi agreed to take up the matter with the Real Estate Dept.

FRIENDS REPORT
MR. DAVID YAMAKAWA, JR.

1. Commissioner Stern reported that the Friends are working hard on the Marshall Square Site. She also reported that Mary Louise Stong will continue as President of the Friends.
2. Mr. David Belch reported that the Friends are keeping the State Legislature aware of the issues in the Library.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELIZABETH VAN DER LIETH

1. Commissioner Van der Lieth reported that she met with Dr. Starr and several of the staff regarding the main library improvement items as submitted in the budget. She commended the staff for fine work and a thorough job.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of January, 1975 in the amount of \$2,101.00 be accepted.
2. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #779

WHEREAS, to pass a state bond issue for a new library requires a two-thirds vote as embodied in the California State Constitution; and

WHEREAS, several bond issues for schools have failed even though a majority of the voters voted for them, (the exception being the Field Act for earthquake construction which requires only a simple majority); therefore, be it

RESOLVED, that the Library Commission request that the Board of Supervisors make a formal resolution urging the State Legislature to place on the ballot an initiative changing the State Constitution by reducing the mandatory two-thirds vote for school and library bonds to a simple majority, so that plans can go forward for a bond issue for a new library.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #782

WHEREAS, the California State Library has available Federal Library Services and Construction Act funds for the extension and improvement of public library services both to geographical areas and to groups of people without adequate services; and

WHEREAS, the San Francisco Public Library is desirous of making application to the State of California for funds to extend and improve services to the people of San Francisco; therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for Federal Funding for 1975-76 as provided by such grants as approved by the State of California.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #784

RESOLVED, that the Library Commission hereby authorizes Eunice Parker to attend the meeting of the Council of the California Library Association at the

International Hotel, Los Angeles International Airport,
Friday, February 21, 1975; expenses to be paid from
State travel funds, as such funds permit.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted:

RESOLUTION #785

RESOLVED, that the Library Commission hereby authorizes Vivian Goodwin and Nancy Mitchall to attend an Interlibrary loan meeting called by the State Librarian at the International Hotel, Los Angeles International Airport, Tuesday, February 11, 1975; expenses to be paid from State travel funds, as such funds permit.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted:

RESOLUTION #786

RESOLVED, that the Library Commission hereby authorizes Vivian Goodwin to attend a meeting of the Public Library Systems Council at the International Hotel, Los Angeles International Airport, Saturday, February 22, 1975; expenses to be paid from State travel funds, as such funds permit.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #787

RESOLVED, that the Library Commission authorize the reimbursement to Eunice Parker of one half ($\frac{1}{2}$) the tuition fee for the Affirmative Action Workshop at the University of California on October 12 and 13, 1974; fee to be paid from State funds.

8. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted:

RESOLUTION #788

RESOLVED, that the Library Commission authorize Gilbert McNamee to make presentations in connection with the proposed formation of a Western Regional Library Network

in Vancouver, Washington, March 6, and Seattle, Washington, March 7, 1975; travel expenses to be paid from BARC funds.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER DOROTHY M. CASPER

1. It was moved by Commissioner Casper, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #783

APPROVAL, non-civil service, temporary, and recertification of temporary appointments made during the month of January, 1975.

LIBRARY EXTENSION
COMMISSIONER DOROTHY M. CASPER

1. No report.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER ERNEST J. GAINES

1. Commissioner Gaines commended David Belch and his staff for their work on Black History Week.
2. Dr. Starr announced that he is negotiating with the Sutro Library to have a collection of Dixie Land Music and Jazz for the Library.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern reported that the Friends have a new sponsor member, and the donation of \$100.00 will be used for work in the Geneological Department.

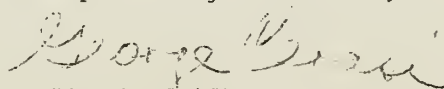
COMMUNICATION

1. None

ADJOURNMENT

There being no further business to transact the meeting was adjourned at 4:35 PM. The next regular meeting will be held Tuesday, March 4, 1975 at 3:30 PM.

Respectfully submitted,



GEORGE CERASI

Secretary

San Francisco Public Library Commission

February 4, 1975

RESOLUTION #783

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of January, 1975, be approved:

1426 Sr. Clerk Typist
Janet Hunter

3602 PT Page
Willard Barksdale
Adden Benham
Virginia Bozza
Niels Erch

3602 PT Page
Paul Lee
Bruce McKay
Lawrence Wong
Jacob Yellin

3611 Library Assistant
Timothy Barrow

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page
Richard Carreon
Richard Fee
Lily Ho
David Lee
Craig Romon

3602 PT Page
John Torre
Christopher Tsang

3611 Library Assistant
Israel Cannon

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

March 4, 1975

The regular meeting of the San Francisco Public Library Commission was held March 4, 1975, in the Commission Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Stern, Van der Lieth, McDonnell, Casper, and Gaines.

It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the minutes of the February meeting be approved. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORTDR. KEVIN O. STARR

1. A possible employment freeze by the City similar to the one faced last June was announced. The implications to the Library are not going to be immediate because CETA employees provide a solution for lower level losses for the time being. However, upper level losses will not be replaced resulting in the loss of experienced personnel.
2. The freeze also includes capital improvement funds. However, word has come in that funds for the lighting of Potrero and Anza branches has been released. Funds for the move of Public Relation's print shop may well be released also.
3. A minority recruitment training program grant for \$12,500 has been requested. Awards will be made in April. Mrs. Eunice Parker the Acting Affirmative Action Officer, will report on the program for recruitment at the April 1, 1975 Commission meeting.
4. Mr. Charles Fracchia has prepared a number of grant requests. One, on which Dr. Starr will ask Commissioner Gaines' help, is a grant of \$150,000 for a Bi-centennial program called the San Francisco Literary Experience. Much of the research for the delineation of the program has been accomplished. The program will be centered around the three major literary movements in San Francisco: San Francisco's literary frontier (1850's, 1860's and 1870's); the fin de siecle bohemian movement (centering around Jack London, George Sterling, etc.); and the "Beat" movement of the 1950's. At this time, exhibits, lectures, and multi-media presentations are being planned around these motifs before the actual formulation of the proposal to the National Endowment for the Humanities.
5. Updating of the SCOWAH collection catalog is underway by Mrs. Oberstein.

6. Several students of Professor Joseph Esherick of the U.C. School of Architecture have been given an assignment of designing a new main Library for Marshall Square. He asked that the Commissioners approve of having these students complete this assignment. It was so moved by Commissioner Van der Lieth, seconded by Commissioner McDonnell and unanimously approved. There being no objection, it was ordered.

7. Dr. Starr and Mrs. Karen Scannell have devised a program with Mr. Gil Boreman of the Registrar's Office for branch librarians to act as deputy registrars. Mr. Boreman will send help should the work load become too heavy or disruptive to essential library services. Mrs. Scannell is also working on a program to encourage people to sign up for a library card when they come in to register. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved to accept the voter registration program as outlined by Dr. Starr. There being no objection, it was so ordered.

8. Application has been made to the National Endowment for the Arts for a Book Conservator. Mr. Belch reported that he had been talking with the head of Conservation at the Newberry Library in Chicago, who has agreed to assist the San Francisco Public Library in the preparation of our grant proposal to the National Endowment of the Arts.

9. The SFPL has offered assistance to the United Irish Cultural Center and the Resource Center on Holistic Health/Cultural Medicine in the support and organization of their special libraries. The James D. Phelan collection has been given to the United Irish Cultural Society.

10. On March 14 the American Issues Forum of San Francisco will submit Committee and Community originated project proposals with an estimated budget to Mr. Wigdor, Project Officer of NEH in Washington. On May 29 we will learn whether or not our proposals have been approved. If approved we can expect funds provided from Washington in mid-July.

11. KOED has received a grant to make a five part T.V. series for public television from Dr. Starr's book "Americans and the California Dream".

12. A partial list of the benefits we have received from the placement of CETA personnel in our Main Library departments and in our branches follows:

- a. Opening the library on Sunday.
- b. Indexing trade journals/science documents.
- c. Updating and revising our map collection.
- d. Extensive inventories are being carried out in several departments.
- e. Collections have been relocated, e.g. genealogy.
- f. Revival of Business Library newsletter.
- g. Several weeding projects are in process.
- h. Compilation of the second edition of Bay Area Publishers.
- i. Preparation of the SCOWAH Supplement to the Catalog.
- j. Preparation of catalog for sale of duplicate books for Special Collections.
- k. Index of poetry in anthologies in our collection, but not in Granger's Index.

- l. Detection and verification of non-service of vendors on magazine subscriptions.
- m. Preparation of a manual for bindery procedures in Periodicals Dept.
- n. Phonograph record inventory.
- o. Sheet music inventory.
- p. Updating public catalog for children's book collection.

There are many other projects, all planned to improve our service and it is our hope that the CETA program will be continued beyond June.

13. The initial pilot program for Bookbridge has proven successful and there are plans to expand the program to the Main Library, West Portal and Excelsior Branches.

14. Dalisay Balunsat has gathered all the publicity material generated from the Philippine Cultural Week, last year and entered it for the John Cotton Dana Award. The material will be housed in the Special Collections Dept. later.

15. Mr. Bernard Orsi, General Manager of Personnel, has written that he is considering centralizing personnel functions of the smaller departments in Civil Service. Dr. Starr said he is going to write a letter to Mr. Orsi asking that the Library keep its personnel officer in the Library and request a meeting to discuss the matter. He asked the Commission's backing. It was moved by Commissioner Stern, seconded by Commissioner Van der Lieth and unanimously approved to try to keep the Personnel Officer in the Library. Commissioner Callanan suggested that Commissioner Casper be at the meeting with Dr. Starr and Mr. Orsi.

16. The San Francisco Information Center wants to establish a service in the Library for public information, especially information on government documents, current events, meetings and hearings being held in the City. Dr. Starr read the San Francisco Information proposal to the Commission. He stated that the staff of the Library is willing to provide this service and that they will not duplicate any service already being done in the Library. Commissioner Stern said she thought the Library should go to a foundation for more study and research for such a service. Commissioner McDonnell suggested that Dr. Starr should look into the cost, the services and whether it would be private or public funding for such a service. Dr. Starr said he would bring a fully outlined report on the San Francisco Information proposal to the next Commission meeting for discussion.

17. Mrs. Eunice Parker is to become Acting Chief of Technical Services.

18. On the improvement of the security system of the Library, Dr. Starr thanked the guards and Mr. Cerasi for a fine job done.

19. He has received a letter from Mrs. Crockett, State Librarian, stating that Congress is considering a special appropriation to fund new construction projects to create jobs. Funding for LSCA Title II public library construction is a possibility. A reply on possible projects to be made by wire to the California State Library no later than March 14, 1975.

It was decided that the Library Commissioners talk to the Mayor, the Board of Supervisors and the Mayor's Fiscal Policy Committee about the Library Budget before final approval. It was suggested that the Commissioners go in pairs for more effective results.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi read a memo from Margaret Mayer of the Friends concerning the paintings that hang in the second floor exhibit area, stating that in 1929 Mrs. Salz and her husband raised \$25,000 to commission the artist, Piazzoni, to do the paintings and that Mrs. Salz has offered to pay for the cleaning of the paintings and the installation of four additional paintings. It also stated that Mr. Philip Wood, son-in-law of the artist, has agreed to do the work and is available for the job in the spring. It was moved by Commissioner Casper, seconded by Commissioner Van der Lieth, and unanimously approved to accept the generous offer by Mrs. Salz.

FRIENDS
MR. DAVID YAMAKAWA, JR.

1. In the absence of Mr. Yamakawa, Miss Mary Louise Stong, President of the Friends, reported that the Book Sale has had to be postponed and is now going to be held during National Library Week. The preview will be the night of *April* ~~March~~ 17th, and the sale will continue on the 18th, 19th, and 20th.

2. The Friends have received advance copies of the Martin Luther King Bibliography and will be having a party during National Library Week to celebrate its publication.

3. Miss Stong further reported that they are having their annual meeting on Friday March 7, 1975 at twelve noon. The Keep Libraries Alive meeting will follow with a panel of San Francisco Mayoral candidates invited to discuss the Library budget and other legislation.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE Lisle VAN DER LIETH

1. No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of February, 1975 in the amount of \$3,207.80 be accepted.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #790

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilbert W. McNamee at Phase III of the United State Office of Education Institute for Trainers at Peaceful Valley, Colorado in connection with his duties as special consultant on resource sharing and networking, April 6 through 11, 1975; expenses to be paid from BARC funds, as such funds permit.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved that the following resolution be adopted:

RESOLUTION #791

RESOLVED, that the Library Commission hereby authorizes Carl Cox to attend the workshop sponsored by the Association of Black Correctional Workers at the Airport Marina Hotel, Burlingame, California, April 3-4, 1975; registration fee to be paid from regular library travel funds.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Casper and unanimously approved, that the following resolution be adopted:

RESOLUTION #792

RESOLVED, that the Library Commission hereby authorizes James Reilly to attend two conferences: Interlibrary Loan Workshop at Aspen, Colorado, April 24-25, 1975; and the Clinic on Library Application of Data Processing at Ramada Inn Convention Center at Champaign, Illinois, April 27-30, 1975; registration fees and travel expenses to be paid from State travel funds, as such funds permit.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER DOROTHY M. CASPER

1. It was moved by Commissioner Casper, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #789

APPROVAL, non-civil service, temporary and recertification of temporary appointments made during the month of February, 1975.

LIBRARY EXTENSION

1. No report.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER ERNEST J. GAINES

1. Commissioner Gaines reported that certain funds for the Bicentennial will be used for the exhibiting of books on California history from the 1850's to the present. They will also be used to improve lighting in exhibit areas on the second floor.
2. Commissioner Gaines further reported that he is a member of the Board of Directors of S.F. State University Alumni and will be cooperating with the San Francisco Literary Experience program for the Bicentennial.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern talked about the Chronicle Editorial of February 13 congratulating the librarians of California on their victory in the intellectual freedom issue.
2. Commissioner Stern asked that the Commission adopt the White Paper prepared by David Belch about Marshall Square being the logical site for a new main Library. It was moved by Commissioner Stern, seconded by Commissioner Van der Lieth and unanimously approved to adopt the statement entitled "Marshall Square as the Logical Site for New Main Library".
3. Commissioner Stern read a letter dated February 25, 1975, from Mr. Dolan, clerk of the Board of Supervisors, to Mr. Macris, Director of Planning, asking for an opinion for Supervisor Pelosi concerning the priority of construction of the Performing Arts Center. She then read the reply letter from Mr. Macris dated February 27, 1975 stating that Supervisor Pelosi will be asked for an opinion and a full report will be sent at the earliest possible date.
4. Commissioner Stern reported that there are a number of bills before the State Legislature at this time to try and reduce the two-thirds votes necessary to pass a bond issue. She also stated that the Los Angeles Public Library Commission is equally interested in these measures.

DISCUSSION ON LIBRARY BOND ISSUE

During the discussion by the Library Commissioners on the Library Bond Issue it was decided to meet with KLA for a position to take.

Commissioner Callanan suggested that Dr. Starr ask Professor Esherick for an estimated cost of a new main library, if such an estimate can be made. Dr. Starr will make a formal resolution for the Commission to all proper agencies that if and when further revenue sharing monies be available to San Francisco, the Library be given priority on it.

COMMUNICATION

1. Mr. Cerasi read a letter dated March 3, 1975 from the Department of Public Works stating that they have been advised by the Controller's office that the City's fiscal policy committee has directed the Controller to hold up unencumbered balances of capital improvement projects from tax supported funds pending review by this committee on recommendations to rescind projects in order to reduce the 1975-76 budget deficiency. However, word was received the morning of March 4 that the funds for the installation of lighting for the Anza and Potrero Branches have been released.
2. Mr. Cerasi read a letter from Mr. Frank Albert Petty, Jr., a patron of the Library, who would like to see the Bookbridge project continued because it is a very helpful service. Dr. Starr said he would answer the letter telling Mr. Petty that the Library is making plans for the expansion of Bookbridge to the Main, West Portal, and Excelsior Branches. Commissioner McDonnell suggested that a copy of the letter be sent to the Board of Supervisors.
3. David Belch reported that a very fine Sir Francis Drake exhibit will soon be installed on the second floor of the Main Library.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 5:30 P.M.

The next regular meeting will be held Tuesday, April 1, 1975, at 3:30 P.M.

Respectfully submitted,



GEORGE CERASI
Secretary
San Francisco Public Library Commission

March 4, 1975

RESOLUTION NO. 789

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of February, 1975, be approved:

3602 PT Page

Linda Arcellano
John Cheng
Darlene Coles
Sheila Dineen
Alberto Elizalde
Stu Gibbs
William Grey

3602 PT Page

Georgia Lee
Catherine Perpich
Kathleen Ysturiz

7334 Stationary Engineer

Larry Figoni

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page

Owen Brady
Richard Fee
Helen Gee
Stanley Ip
Angelene King
Donald Lee

3602 PT Page

Richard O'Toole
Julianne Reidy
Herminio Ruidera

3630 Librarian I - PT

Sue Campbell

SAN FRANCISCO PUBLIC LIBRARY

APR 11 1975

COMMISSION MEETING

SAN FRANCISCO
PUBLIC LIBRARY

April 1, 1975

The regular meeting of the San Francisco Public Library Commission was held April 1, 1975, in the Commission Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Stern, Van der Lieth, Casper, McDonnell and Gaines.

It was moved by Commissioner McDonnell and seconded by Commissioner Van der Lieth, that the minutes of the March meeting be approved. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. The proposed budget for the San Francisco Information Service was brought before the Commission. Mr. Ramirez discussed various points of the budget. A motion was made by Commissioner Stern, seconded by Commissioner Van der Lieth and unanimously approved to adopt the proposal for a San Francisco Information Service in the Library and that private funding be sought to make it possible.

2. Miss Kay Schmulowitz and Mr. Kenneth Ball were welcomed to the meeting. Miss Schmulowitz' brother, Mr. Nat Schmulowitz, contributed a collection of Wit and Humor, Old and New to the Library.

3. The April, 1975 issue of American Libraries carries Commissioner Gaines' speech given at a meeting of the Board of Supervisors concerning land for a new library building. There is also an article about Dr. Starr's Budget March to City Hall.

4. It was announced that Commissioner Callanan is establishing a Commission Publicity Committee. Members of the Committee are: Commissioner Stern, Chairperson, Commissioner Gaines and Commissioner Van der Lieth.

5. Professor Esherrick's class will start a 10 week design study of the new Main Library starting April 3, 1975. Dr. Starr thanked Mr. Ramirez, Mr. Stokes and Mr. Fracchia for their help in generating the necessary information and statistics, etc. for this program.

6. The Commission was asked to name Mr. Robert Power as Honorary Curator for History and Mr. Kurt Adler as Honorary Curator for Opera. It was so moved by Commissioner Van der Lieth, seconded by Commissioner Stern and unanimously approved.

7. Mr. Roberto Esteves reported on the CETA Video Communications Artists Program. The Library will have a group of approximately four minority video artists produce tapes: one about Landlords, a second about Tenants. They will have office space and clerical support in a Black owned radio station. The money for the program will come from CETA. It was moved by Commissioner Stern, seconded by Commissioner McDonnell and unanimously approved to accept the program.

8. Mr. John Schonlieber reported that the American Issues Forum is a national bicentennial program and that San Francisco was chosen as one of five cities for an intensive urban program within the frame work of the Forum. A number of people were contacted by the National Endowment for the Humanities and invited to consider whether or not they would like to organize themselves into a group with various responsibilities for developing such a program for San Franciscans. They did so, and have asked Mr. Schonlieber to help them prepare a formal proposal to the Endowment for funding the program.
9. By using CETA funds the Library now has a full-time librarian for the Genealogy Collection, Mr. Martin.
10. Mrs. Dalisay Balunsat has won the John Cotton Dana Award for her material on Philippine Cultural Week.
11. Mrs. Goodwin reported that the request for ventilation for Technical Services has passed the Finance Committee and on March 31, passed the first reading at the Board of Supervisors. In one more week we will know for sure that ventilation will be brought to the Catalog Department at 45 Hyde Street. She also reported that the Print Shop will be moved; that the funds have been released for it, and that the architects are anxious to go to work.
12. The Special Collections Booksale will be held Sunday, May 18th at 1.00 P.M. in the Literature Department. It was moved by Commissioner Stern, seconded by Commissioner McDonnell and unanimously approved to accept the Special Collections Booksale Book List.
13. Miss Morris asked the Task Force to give a preliminary report on the Fine Free Policy of Children's Services. Susan Faust and Carloyn Kim reported that there is a possible trend toward the increase in juvenile circulation, little change in return rate of materials - items held out only slightly longer, the long overdue materials have been returning to library collections, elimination of fines on lost transaction slips and no fees on reserve postals not being abused and that children seem to be gaining a better understanding of borrowing philosophy. Miss Morris asked the Commission to recommend that the Fine Free Policy experiment be continued indefinitely and that concluding data be provided at the September, 1975 Commission meeting. It was moved by Commissioner Van der Lieth, seconded by Commissioner McDonnell and unanimously approved to accept the recommendation suggested by Miss Morris.
14. Miss Morris asked the Commission to endorse the resolution supporting fair housing for children, so that the Library will be listed with other agencies that support housing for families with children. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved to support the resolution of fair housing for children.
15. Miss Morris invited the Commissioners to a film program to meet Mr. Gerald McDermott, Wednesday, April 9, 1975 at 4 15 P.M. in the Main Children's Room.
16. Commissioner Callanan requested that Dr. Starr report on book disposition policies and procedures at the May meeting.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. It was reported that Mrs. Van der Lieth will be sworn in for another term with the Library Commission on Thursday, April 3, 1975 at 9:30 A.M. in the Mayor's Office.
2. About a month ago Mr. Cerasi, accompanied by Dr. Starr, saw the Mayor about the need for an affirmative action officer for the Library. The Mayor agreed and the Library will have an officer about the first of May.
3. The State had given Juvenile Hall over a hundred pieces of furniture which they have not been able to make use of. The Library was told by the City's Central Warehouse that we could have this furniture if we were willing to pick it up. Al Campos, Sr. Engineer of the Library, with some helpers, a few trucks and about two days work acquired about 60 single pedestal desks and 30 cabinets for storing micro films.

FRIENDS REPORT
MISS MARY LOUISE STONG, PRESIDENT

1. Miss Stong reported that the Friends Annual Booksale preview will be held April 17, 1975. An added item will be Supervisors Mendolsohn, Feinstein, Molinari; and Mr. Moscone, Mr. Marks and Dr. Starr auctioning books at the sale.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of March, 1975 in the amount of \$3,688.78 be accepted.
2. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #794

RESOLVED, that the San Francisco Public Library Commission hereby authorizes a request for supplemental appropriation in the amount of \$37,634.00 to offset deficit in the Permanent and Temporary Wages and Contractual Services accounts, for the fiscal year ending June 30, 1975.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #795

Authorizing execution of the agreement for a Public Library Services Act grant made between the San Francisco Public Library System and the State Librarian, of the State of California.

WHEREAS, the Public Library Services Act of 1963 provides for financial assistance to public libraries, including per capita grants for the purpose of carrying out its plan of service; and

WHEREAS, the application of the San Francisco Public Library System for State funds under the Public Library Services Act has been granted in the amount of \$21,554; and

WHEREAS, said grant may be expended by the San Francisco Public Library only in augmentation and not in lieu of local appropriations; and

WHEREAS, the San Francisco Public Library is desirous of accepting said grant and executing said agreement, no. 6104, made and entered into February 28, 1975 between the San Francisco Public Library System and the State Librarian of the State of California; now therefore, be it

RESOLVED, that the Board of Supervisors does hereby authorize the City Librarian, Dr. Kevin Starr, to execute said agreement with the State Librarian; and be it

FURTHER RESOLVED, that this approval shall not commit the City and County to continuance beyond the period covered by said grant funds.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #796

RESOLVED, that the Library Commission authorize the attendance of William Ramirez, Versa Cullen, Dorothy Hult, and Vivian Goodwin at the Publicity Workshop sponsored by the Public Library Executives of Central California (PLECC) to be held April 5, 1975 at the San Francisco Airport Marina Hotel; fees to be paid from regular City travel funds.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #797

RESOLVED, that the Library Commission authorize the attendance of approximately thirty-five Children's Librarians at the annual Institute of the Association of Children's Librarians

to be held May 3, 1975, at the Holiday Inn in San Jose, California; registration fees to be paid from regular City travel funds.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #798

RESOLVED, that the Library Commission authorize the attendance of Craig Schiller and Peggy Pavelski at the Videoshow to be held May 20-21, 1975, at the Ambassador Hotel, Los Angeles, California; expenses to be paid from California Video Resources Project travel funds, as such funds permit.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #799

RESOLVED, that the Library Commission authorize the attendance of Eunice Parker and David Murphy at an affirmative action conference to be held April 4-5, 1975 in Sacramento, California; expenses to be paid from regular Library travel funds.

8. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #800

RESOLVED, that the Library Commission authorize the attendance of approximately three children's librarians at the annual Institute of the Association of Children's Librarians to be held May 3, 1975, at the Holiday Inn in San Jose, California; registration fees to be paid from Early Childhood Project Funds.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER DOROTHY M. CASPER

1. It was moved by Commissioner Casper, seconded by Commissioner McDonnell and unanimously approved, that the following resolution be adopted:

RESOLUTION #793

APPROVAL, non-civil service, temporary and recertification of temporary appointments made during the month of March, 1975.

2. Commissioner Callanan referred to Commissioner Casper a communication from Mrs. Celia Brockenbrough and asked that the Personnel and Staff Relations Committee look into the situation and make a recommendation.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER ERNEST J. GAINES

1. No report.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern reported that a Public Relation Committee is a vital factor to the Library, especially when we are going for a bond issue. It was reported that when negative articles appear in newspapers it is very important to respond to such matters with correct information from our Public Relations Committee.

COMMUNICATION

1. A letter from City Attorney Thomas M. O'Connor to Dr. Starr was read to the Commission. The letter concerned the legality of naming public libraries after private citizens. It stated that a review of earlier City Charters reveals that in the past the Library Commission was specifically empowered to provide memorial tablets and niches to perpetuate the memory of those persons who make valuable donations to the Library. A vote of the Library Commission is sufficient to designate a name for one of the Library buildings.

2. The following letter was written to the Library Commission.

March 22, 1975

To The San Francisco Library Commission:

I've just spent the afternoon at the Main Library. I cannot recall ever having such consistently helpful and gracious treatment from a public agency.

Locally, the staff at Excelsior is always a pleasure to deal with as well.

What a lovely atmosphere in a world where so many human comforts are negative.

Sincerely,
Victoria Selnier

It was suggested that a copy of this letter be sent to the newspaper.

ADJOURNMENT

There being no further business to transact the meeting was adjourned at 5:30 P.M.

The next regular meeting will be held Tuesday, May 6, 1975 at 3:30 P.M.

San Francisco Public Library
Commission Meeting

April 1 1975
Page 7

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "George Cerasi".

GEORGE CERASI

Secretary

San Francisco Public Library Commission

April 1, 1975

RESOLUTION NO. 793

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of March, 1975, be approved:

3602 FT Page
Niccolo Caldararo

3602 PT Page
Marcus Chaw

3602 PT Page
Kevin Keppard
Johnson Louie
Dexter Hom
Cliff Tam
Diane Volken

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1422 Jr. Clerk Typist
Laurence Fontes
Lisa Stone

3602 PT Page
Henry Chu
Sheila Dineen

3602 PT Page
John Figone
Teresa Fung
Alfred Jin
Kathryn Marden
Bruce McKay
John Wong

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

San Francisco Public Library
Commission Meeting

MAY 6 1975

MAY 6 1975

The regular meeting of the San Francisco Public Library was held May 6, 1975, in the Commission Room, Main Library.

The meeting was called to order at 3:45 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Stern, Van der Lieth, McDonnell, Casper and Gaines.

It was moved by Commissioner McDonnell and seconded by Commissioner Stern that the minutes of the April meeting be approved. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT

DR. KEVIN O. STARR

1. At the Board of Supervisors' Budget and Governmental Efficiency Committee a report on the Library budget hearing stated that the Board of Supervisors look favorably upon the Budget and we hope the book portion, which came out of the Mayor's Office in the amount of \$825,500.00, stays intact. The committees deliberations end by May 15th.
2. It was recommended that Miss Kay Schmulowitz be named Honorary Curator for Wit and Humor for the San Francisco Public Library. A motion was made by Commissioner Stern, seconded by Commissioner Van der Lieth and unanimously approved. Miss Schmulowitz, in her acceptance, gave credit to Mr. Kenneth Ball.
3. Mr. Derrald Etheley was introduced to the Library Commission as the new Affirmative Action Officer for the Library.
4. Mrs. Goodwin announced that the Public Auction of duplicate volumes in Special Collections will be held Sunday, May 18, 1975 in the Literature Dept. of the Main Library. The Friends are volunteering the major part of the organization and work.
5. Dr. Starr asked the Commission for permission to go to Detroit for a two day course given by the HEW. It was so moved by Commissioner Stern, seconded by Commissioner McDonnell and unanimously approved.

SECRETARY'S REPORT

MR. GEORGE CERASI

1. Mr. Cerasi stated that quite alot of work in contruction, renovating and painting is being done in the Main Library and that hopefully a full report on the work will be ready for the next meeting.

FRIENDS REPORT
MISS MARY LOUISE STONG, PRESIDENT

1. Miss Stong reported that Mrs. Goodwin will be a volunteer at the Public Auction.
2. Car Cards will be placed on the outside of 55 Muni buses starting May 8, 1975, reading "Meet Me At The Library".
3. The murals on the second floor are being cleaned thanks to Mrs. Salz. Four additional murals from Mrs. Salz will also be placed on the second floor.
4. The Friends scholarship fund will be used to fund Mae Chan for classes that are being given by the UC Extension in Berkeley on the Maintenance and Preservation of Rare Books.

LIBRARY RESOURCES AND PUBLIC RELATIONS COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. The new Public Relations Committee has met twice. It was agreed that all efforts must be coordinated for best results. David Belch is the clearing counselor for the Committee.
2. Commissioner Stern said that the net result of National Library Week was substantial, that a considerable amount of publicity was received from it. Commissioner Stern stated that Mig Mayer worked very hard on putting NLW together.
3. The first deadline for the Bond Issue is in October, five months away, and preparation, timing, etc. are very crucial at this time and that we couldn't afford to wait so Commissioner Stern made an appointment with Mr. Dean Macris and George Williams of the Planning Dept. She, Dr. Starr and Mary Louise Stong went to the meeting with Mr. Macris and Mr. Williams with the result being that the Planning Commission has agreed to do the planning for the Bond Issue. They will draw up a general work program with a schedule and decide who does what.
4. The Citizens Committee has met twice now, informally, and have discussed the matter of Marshall Square.
5. One of the Neighborhood Groups, the Environmental Causus, has come up with 144 planks and will present a platform in November.

Dr. Starr introduced Virginia Hughes, who is the State Library Consultant, to the Library Commission.

The Librarian's Guild, Local 400, and Page Group were commended on their efficient and quick work in getting the page hour supplemental out of the Mayor's Office.

COMMUNITY AFFAIRS AND BICENTENNIAL COMMITTEE
COMMISSIONER ERNEST J. GAINES

1. Commissioner Gaines commended the Friends for their work on National Library Week. He had attended three or four meetings and said there was a wide range of variety at each meeting, age groups, women, men, etc.
2. Commissioner Gaines stated that Charles Fracchia has written up various programs that will be conducted thru the Library for the bicentennial of the U.S. He stated that Mr. Fracchia did a very thorough job. Commissioner Gaines commended Mr. Fracchia for writing up the program.

A motion was made by Commissioner Gaines, seconded by Commissioner Stern and unanimously approved to have the Librarian, Dr. Kevin Starr, apply to the National Endowment for the Arts for funding for the San Francisco Literary Experience.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER DOROTHY M. CASPER

1. It was moved by Commissioner Casper, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #803

APPROVAL, non-civil service, temporary and recertification of temporary appointments made during the month of April, 1975.

2. Commissioner Casper stated that the pending matters before the Personnel and Staff Relations Committee are not ready to report on at this time.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of April, 1975, in the amount of \$11,234.61, be accepted.
2. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #801

RESOLVED, that the Library Commission hereby authorizes Gilbert W. McNamee to attend the Library Planning Institute at the University of San Francisco, June 23-27, 1975; registration and expenses to be paid from EARC funds.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #802

RESOLVED, that the Library Commission hereby authorizes Anne Roughton to attend a University of California Extension Conference/Workshop on "Principles, Methods, and Materials of Adult Education", to be held at the Y-House in Berkeley, June 27-29, July 11-15, and July 25-27; registration fee to be paid from BARC funds.

MAIN LIBRARY REPORT
COMMISSIONER ELSTE LISLE VAN DER LIETH

1. There is a time table on the Bond Issue and a meeting will be set up with KLA. A full report will be given at the next meeting.
2. Commissioner Van der Lieth reported on the changes that have been done and are being done in the Main Library. They are as follows:

Relocation of the Genealogy Collection, it is now in the South end of the History Dept. Materials in Genealogy, Local History and Heraldry are now under the supervision of Rene Morales. Michael Martin has also been assigned to assist in developing this collection. General Reference now includes public service functions of the general periodicals newspapers. Additional staff time has been provided by reassigning staff hours formerly allotted to the Periodical Dept. for the General Reference Dept. General Periodicals and newspaper units remain in their third floor location. Periodical check in and title catalog activities are now separately handled as a technical services function, under the direction of Dolores Gater. The Directory Service formerly situated adjacent to the public catalog on the second floor has been moved to the general periodicals dept. on the third floor. City directories and telephone books are now found in this new location on the third floor. The administration of the Special Collections Dept. is now divided into two departments, namely San Francisco History and Archives and the Special Collections Dept. The Chief of Main's Office will be located on the mezzanine level, adjacent to the Public Information Officer and the American Issues Forum will be reestablished in the space vacanted by the Chief of Main. The Library's Affirmative Action Officer, Mr. Derrald Etheley, will be based in the office presently occupied by the American Issues Forum. Plans are complete on the relocation of the newspaper morgue files from their present situation in the Sutro Stacks and on several levels of the Main Library's stacks, the files will be consolidated and housed in the large room currently used as a furniture storage area in the South East corner of the Main Library building.

Commissioner Van der Lieth stated that many of the things we have been trying to relocate are finally established in their new locations. A lot of credit goes to Mr. William Ramirez for his time and hard work on the changes being made.

COMMUNICATION

1. Mr. Cerasi read the following letter to the Commission:

Public Library Commission
Civic Center
San Francisco, CA 94102

File no: 226-75

Subject: Charter amendment, amending Section 3.500 to provide that each board and commission shall adopt a rule requiring each member to vote for or against a question, unless excused.

Gentlemen:

The subject proposed charter amendment, copy attached, has been submitted to this office by the Board of Supervisors with the request that a determination be made whether this measure, if adopted, will increase the cost of government or in any way affect the tax rate.

In order that compliance may be made with this request, will you please submit, as soon as possible, a report showing the estimated increase in the cost of government in the event of adoption of this proposed charter amendment.

Yours very truly,
(John C. Farrell, Controller)

It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that Mr. Cerasi notify the Controller that the Commission sees no increased cost.

ADJOURNMENT

It was moved by Commissioner Casper, seconded by Commissioner Stern and unanimously approved, to adjourn the meeting at 4:45 P.M.

There being no objection, it was so ordered.

The next regular meeting will be held Tuesday, June 3, 1975 at 3:30 P.M.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

May 6, 1975

RESOLUTION NO. 803

RESOLVED that the following non-Civil Service, temporary, and recertification of temporary appointments which have been made by the City Librarian for the month of April, 1975, be approved:

3602 PT Page
Paula Foster
Patricia Goulding
John Linato
Amy Uomoto
Rickey Washington

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page
Anne Bowler
Michael Canright
Eileen Cassidy
Norman Fong
Michiko Kakiuchi
Victor Ng
Stephen Waldman
Gordon Wong

COMMISSION MEETING

Minutes

June 3, 1975

The regular meeting of the San Francisco Public Library Commission was held June 3, 1975, in the Commission Room, Main Library.

The meeting was called to order at 3:40 p.m. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Van der Lieth, McDonnell, Casper and Gaines. Commissioner Stern was excused.

It was moved by Commissioner McDonnell and seconded by Commissioner Van der Lieth that the minutes of the May meeting be approved. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. Nancy Pelosi was introduced to the Library Commission. She has been appointed to the Library Commission as a Commissioner and will soon be sworn in by the Mayor.
2. Progress in updating the Genealogical Collection was reported as very successful. Mr. Michael Martin, CETA Librarian of the Genealogical Collection, was introduced to the Library Commission.

Commissioner Callanan read the following letter to the Commission:

Honorable Edward F. Callanan, Jr.
President Library Commission
San Francisco Public Library
Civic Center
San Francisco, CA 94102

Dear Mr. Callanan:

On behalf of all the names of the contributors to the Genealogical Section in the San Francisco Public Library, I wish to express our thanks and deep appreciation to you and the other members of the Library Commission, for the concern and thoughtfulness of the City Librarian, Dr. Kevin Starr, in the new quarters for the Genealogical Section on the second floor of the Library.

The enclosed report will inform you and the Commission members of the great interest and support of the various Patriotic Societies and interested individuals in this Genealogical Section.

Also, the new Librarian, Michael Martin, is a very great asset to the Section. His interest, thoughtfulness and personality makes him an invaluable help to all who use the Section. We sincerely hope that Michael Martin will be a permanent employee for this Genealogical Section.

Cordially,
(Mrs. Andrew Ross)

May 24, 1975

3. Mrs. Goodwin reported that the Rare Book Duplicates Sale on May 18, 1975 was very successful. There were about 32 volunteers, to whom the Commission has sent letters of appreciation. The net total of the sale was \$19,000.
4. The Special Collections librarian, Dr. Thomas Noronha, was introduced to the Library Commission.
5. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, to authorize the City Librarian, Dr. Kevin Starr, to submit the Budget of the San Francisco Literary Experience to the National Endowment for the Humanities.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi reported that most of the work in construction, renovation and painting for the current fiscal year has been completed in the Main Library.
2. Mr. Cerasi further reported that a gift was given to the Library from the Friends in the amount of \$4,500. (See Friends Report below.)
3. The Department of Public Work's mechanical engineering dept. has received the work order for the air ventilation project at 45 Hyde Street and will begin soon. Also, the new and improved lighting for Anza Branch will be installed, soon.

It was moved by Commissioner Van der Lieth, seconded by Commissioner McDonnell and unanimously approved, to accept the Library Administration reports.

FRIENDS REPORT
MISS MARY LOUISE STONG, PRESIDENT

1. Miss Stong reported that the Friends were delighted with their part in the Book Auction and that results were good.
2. On June 26, 1975 there will be a Summer Fiction Book Sale. The Commissioners are invited.
3. The Friends gave a gift of \$4,500 to the Library to use for alterations of a storage room to house the News-Call Bulletin morgue.
4. Miss Stong invited the Commissioners to a party on June 30, 1975 that is being given for the Martin Luther King Jr. Special Collections. Also as part of this celebration, the Friends have given \$1,000 of seed money to be used for establishment of the Martin Luther King Jr. Special Collections.
5. It was reported that at every hearing for the library budget, Keep Libraries Alive was in attendance.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LESLE VAN DER LIETH

1. Commissioner Van der Lieth met with Mr. William Ramirez to discuss recent developments in the Main Library. The Friends have donated \$4,500 to renovate and upgrade the "furniture room" in the Library's basement. This room will be used to house the newspaper morgue files; it will provide space where library staff and volunteers may work on projects to organize the files and make their valuable contents more readily available. Necessary paperwork will proceed so that the planned renovations can be started immediately.

BUDGET AND OPERATIONS COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Gaines and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of May, 1975 in the amount of \$7,747.51 be approved.
2. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #805

RESOLVED, that the Library Commission hereby authorizes James Reilly and Christina Gee to attend the Special Libraries Association Seminar on Networks & On-Time Searching held at Edgewater Hyatt House, Oakland, California on May 19, 1975; registration fees to be paid from State travel funds.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #806

RESOLVED, that the Library Commission hereby authorizes Griffith Stokes and William Ramirez to attend the ALA Preconference Institute entitled "Running Out of Space! What are the Alternatives?" to be held at the Sheraton Palace Hotel, San Francisco, June 26-28, 1975, registration fees to be paid from State funds.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #807

RESOLVED, that the Library Commission gratefully accept from the Friends of the San Francisco Public Library a gift of \$4,500 to be used for renovation of the "furniture room" area of the Main Library making it suitable to house the News-Call Bulletin morgue files.

PERSONNEL COMMITTEE
COMMISSIONER DOROTHY M. CASPER

1. It was moved by Commissioner Casper, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #804

APPROVED, non-Civil Service, temporary and recertification of temporary appointments made during the month of May, 1975.

COMMUNITY AFFAIRS AND BICENTENNIAL COMMITTEE
COMMISSIONER ERNEST J. GAINES

1. The American Issues Forum is a national issue bicentennial program designed to involve people in the history of the United States. Programs will run from August 1975 thru May 1976. The Forum will provide a frame work for the exploration of matters of common concern. The programs have been drawn up nationally but each city has its own issues to discuss. The headquarters of the Forum for San Francisco is located on the second floor of the Main Library. Pamphlets will be mailed to groups all over the country.

PROPOSED CHANGES IN CHARTER REVISIONS

1. It was moved by Commissioner Casper, seconded by Commissioner Van der Lieth and unanimously approved that the Library Commission notify the Board of Supervisors that they oppose the proposed Charter amendment excluding public officers from provision that boards and commissions have power to hold executive sessions to consider appointment, employment or dismissal of an employee, and providing that the appointment of members to certain boards and commissions be subject to the approval of the Board of Supervisors.

COMMUNICATION

Two letters were received asking for a larger Glen Park Branch Library and more service hours open to the public. One letter was from Rosalie Blazej, and the other letter was from various parents of children attending the Glenridge Co-op Nursery School.

Commissioner Callanan referred the letters to Commissioner Stern and her Committee of Library Resources and Public Relations.

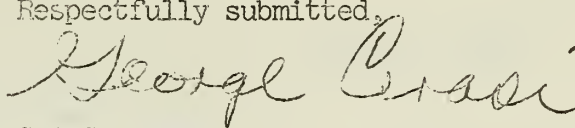
Commissioner Callanan also referred a letter he received from the Coalition of the Third World Librarians, relating to budget, to Commissioner McDonnell, Chairman of the Budget and Operation Committee

ADJOURNMENT

It was moved by Commissioner Casper, seconded by Commissioner Gaines and unanimously approved, to adjourn the meeting at 5:00 p.m. There being no objection, it was so ordered.

The next regular meeting will be held Tuesday, July 8, 1975 at 3:30 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "George Cerasi". The signature is written in dark ink and is positioned above the printed name and title.

GEORGE CERASI

Secretary

San Francisco Public Library Commission

June 3, 1975

RESOLUTION NO. 804

RESOLVED that the following non-Civil Service, temporary, and recertification of temporary appointments which have been made by the City Librarian for the month of May, 1975, be approved:

3602 PT Page

Mark Chausse

Anthony Jones

Jonathan Kline

3602 PT Page

Angelica Lofton

Jason Tam

Patricia Woodward

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 FT Page

Niccolo Caldararo

3602 PT Page

Dean Snider

Monica Sullivan

Cliff Tam

3602 PT Page

Mark Freeman

Richard Monteleone

Margaret Tong

Melody Williams

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

July 8, 1975

The regular meeting of the San Francisco Public Library Commission was held July 8, 1975, in the Commission Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Stern, McDonnell and Gaines. Commissioner Van der Lieth arrived late. Commissioners Casper and Pelosi were excused.

Mr. Cerasi asked that a correction be made in the June 3, 1975 Commission meeting. On page two, item four reads Dr. Thomas Noronha, Librarian: should read Dr. Thomas Noronha, Librarian Technician.

It was moved by Commissioner McDonnell, and seconded by Commissioner Gaines that the minutes of the June meeting be approved. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT

DR. KEVIN O. STARR

1. The Board of Supervisors is still deliberating over their proposed additional 5% budget cut. We have had our hearing. It now appears that we will suffer a cut in our book appropriation back to last year's level, the rest of the budget remaining intact. The Supervisors appear to agree that the CLSI program and the 3M Tattletape System will be cost effective. At this point we expect them to remain in the budget.

2. Mr. Jim Reilly reported that he is working on a conversion plan for CLSI and that in a month or so we should be ready to sign the contract if the Board of Supervisors has given overall approval. Mr. Reilly will be detached from his duties as Assistant Chief of Main while he is working on the CLSI program.

3. Mr. Welton Flynn stated that there are approximately 74 students from the NYC program who are working in the branch libraries and the program seems to be going smoothly.

4. A grant application is being prepared to submit to the National Endowment of the Arts for the acquisition of the Russell Harley Dance Collection.

5. Mr. Roberto Esteves reported that there were about 11,694 people in San Francisco for the ALA conference. The conference was exceptionally successful. Around 7,000 people attended the ALA party given by the Library.

6. The Noe Valley Bicentennial celebration held July 4, 1975 was quite a success. About 500/600 people attended. Commissioner Stern helped plant a couple of trees. Commissioner Callanan commended Margaret Jehu, Librarian at Noe Valley Branch, for her good work for that branch and the community.

7. Congratulations were given to Dalisay Balunsat for her success with Filipino Cultural Week.

8. Mrs. Goodwin asked the Commission for approval of the expenses incurred by the Rare Book Sale in the amount of \$527.17, \$507.17 from the sale and \$20.00 for postage. It was moved by Commissioner Stern, seconded by Commissioner McDonnell and unanimously approved.

9. Dave Belch reported that the Library has 90 days in which to prepare a library building program. The City Planning Department may give us assistance in preparing the program. He stated that there are three things that should be done before going for a Bond Issue, they are:

1. Have a building program.
2. Consumer research polling to determine public attitude towards the Library, also determine some factors to shape bond issue and strategic advisability of including a number of branch improvements with the Main Library. Someone must do this for the Library.
3. Beginning of a Citizens Committee campaign.

A one sheet summary is what is required for a library building (this coming from Mr. Calvin Malone). On this sheet we should address ourselves to: 1) utilize older building as well as the new one: and 2) give reason for new Main.

Dr. Starr stated that we are seeking an internal position of Planning Coordinator for the Library possibly of a personnel services contract nature. We are also gathering together internal elements for a program. We also need outside professional help. Dr. Starr asked the Commission for a motion to take the 1975 first phase of our thought to the Planning Commission. It was moved by Commissioner Stern, seconded by Commissioner Van der Lieth and unanimously approved.

A Library Planning Committee will begin to meet weekly starting Tuesday, July 15, 1975. The goal of the Committee is to come up with the initial document required by the Planning Commission by October 1. Commissioner Van der Lieth will be the Chairman of the Library Planning Committee. The first report should be ready by October 1, 1975.

It was suggested that we ask the help of former Commissioners William Malone and Madlyn Day to work with a Bond Issue Committee to secure campaign funds and mobilize the community in support of the project.

It was stated that we must secure our destination of Marshall Square. Dr. Starr asked for permission to appear before the Planning Commission on behalf of the Library Commission to ask for the formal destination of Marshall Square. It was moved by Commissioner Stern, seconded by Commissioner Van der Lieth and unanimously approved.

10. Mr. Robert Williams spoke on the scheduling of page hours/wages. Last July a decision was made to spend the money on rates then in effect, on March 12 we were overspending our budget so a small adjustment was made to bring us back in line. On April 4 when the litigation was settled and wage rates officially increased we had no choice but to reduce page hours because our Supplemental Request for retro-active pay had not cleared the Mayor's Office. On April 24 the hours were reinstated after the Supervisors Finance Committee promised a favorable report. On April 30 the supplemental was finally heard and on May 21, it was approved, effective May 28. When a final reading was made, however, we had to reduce page hours for the last ten days of the year. The supplemental request was for \$29,000 but came out of the Mayor's Office as \$20,000. The new budget reflects a 7% reduction from last year's level.

LIBRARY PAGES COMMITTEE

Mr. Dan Tatko of Local 400 spoke on behalf of the pages. Mr. Tatko felt that the maintenance of effort by pages is being violated. Their wages have steadily been going down. It was moved by Commissioner Stern, seconded by Commissioner Van der Lieth and unanimously approved to write a letter immediately to the Chairman of the Board of Supervisors stating the Commission's position that they can not absorb any further cut in page hours.

Commissioner Callanan read a resolution commending former Commissioner William Malone for his devoted work to the San Francisco Public Library. It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern and unanimously approved to adopt the resolution.

RESOLUTION #812

WHEREAS, William M. Malone has served with dedication and distinction as a member and officer of the San Francisco Public Library Commission and

WHEREAS, Commissioner Malone was appointed to the San Francisco Public Library Commission in February of 1963 by Mayor John F. Shelley and subsequently re-appointed by Mayor Joseph L. Alioto, serving a total of eleven years and

WHEREAS, William M. Malone served with diligence and energy as Chairman of the Commission's Main Library Committee and Personnel and Staff Relations Committee as well as Vice President of the Commission and

WHEREAS, Commissioner Malone freely gave of his expertise, Solomon like wisdom and sage advice in guiding his fellow Commissioners to sound decisions on many difficult and complex issues

THEREFORE BE IT RESOLVED, that the San Francisco Public Library Commission does hereby commend Commissioner William M. Malone for his life long dedication to the civic affairs of his native city and

particularly for his devotion to the Public Library during his extensive term of office as a Commissioner of this Library and

BE IT FURTHER RESOLVED, that the Commission does hereby unanimously extend to Commissioner Malone best wishes for a long and happy retirement content in the knowledge that the citizens of San Francisco deeply appreciates his untiring efforts on their behalf.

LIBRARY RESOURCES AND PUBLIC RELATIONS COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern thanked Dr. Starr for all his letters to authors, friends, Representative Phillip Burton and the National Endowment for the Humanities on behalf of the Commissioners in seeking outside funding.
2. Commissioner Stern said that it would be a disaster if the holdings of San Francisco Public and Los Angeles Public are allowed to drop.
3. She commended Anne Kincaid, Gil McNamee and Roberto Esteves for their great work for ALA.
4. She requested that when letters come to the Commissioners and are referred to certain Library Committees of the Commission, reply letters be sent telling the sender that it has been so referred and that they will be contacted by that Committee.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi asked Mrs. Scannell to report on the maintenance of the branches. Mrs. Scannell stated that an excellent job of cleaning the branches is being done. She would like to do an extensive cleaning in the larger branches and requested the Commission to give permission to have some of the branches closed for three hours on a day when the branch is least used, for a six man crew to clean up the branch. It was moved by Commissioner Van der Lieth, seconded by Commissioner Gaines and unanimously approved.

FRIENDS REPORT
MISS MARY LOUISE STONG, PRESIDENT

1. The Friends Fiction Sale netted \$1,581.25.
2. The party for the Bibliography for the Black American was a highly successful affair.
3. The Friends have approved their budget for the coming year. The following are benefits for the SFPL: \$5,000 for programs and activities; \$700 for scholarships; \$4,500 for remodeling space for the News-Call morgue; \$3,117 for audio visual equipment; and \$6,234 for public relations for the library. They are considering projects for this public relations fund.

The Friends also gave their thanks to Margaret Jehu for her good work.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of June, 1975 in the amount of \$610.67 be accepted.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #809

RESOLVED, that the Library Commission hereby authorizes the attendance of Derrald Etheley at the Affirmative Action Workshop, U.C. Extension, Santa Cruz, July 10-11, 1975; registration and expenses to be paid from regular library travel funds, as such funds permit.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #810

RESOLVED, that the Library Commission hereby authorizes the attendance of Elsie Wong at a National Conference on the Life, Influence and the Role of the Chinese in the United States 1776-1960, at the University of San Francisco, July 10-12, 1975; registration to be paid from regular library travel funds.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #811

RESOLVED, that the Library Commission hereby authorizes the participation of Anne Roughton and Carol Coon in presenting three BARC mini workshops at Colusa, California, July 30, 1975; at Oroville, California, July 31, 1975; and at Yreka, California, August 1, 1975; expenses to be paid from Bay Area Reference Center travel funds, as such funds permit.

5. The Budget and Operation Committee received letters from Miss Morris, the Librarian's Guild and the Third World Librarians apposing the transfer of \$1,000 from the Children's Book Fund to the Adult Fund. Commissioner McDonnell stated that the Commission has no involvement at all with this transfer, as it is an administrative rather than a policy matter.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER DOROTHY M. CASPER

1. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #808

APPROVAL, non-civil service, temporary and recertification of temporary appointments made during the month of June, 1975.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER NANCY PELOSI

1. No report.

COMMUNITY AFFAIRS AND BICENTENNIAL COMMITTEE
COMMISSIONER ERNEST J. GAINES

1. Commissioner Gaines complimented Anne Kincaid for her work with ALA. He also thanked Glenda Hooper.
2. The City is getting the funds that it requested for the American Issues Forum. Applications have been reviewed and they represent more than 200 different organizations or groups in the City.
3. Richard Wynette of OAS reported that there are 36 different programs, at least one in each branch, of the American Issues Forum.

COMMUNICATIONS

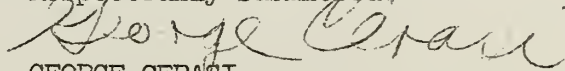
1. Mr. Cerasi read a letter addressed to the Mayor from the Bernal Heights Association concerning the position of a Children's Librarian which is now vacant at the Bernal Branch. Dr. Starr asked Dave Belch to send a reply letter to the Bernal Branch.
2. Commissioner Callanan referred a letter written to the Commission from Local 400, dated 6/27/75, concerning the firing of a page, to the Personnel and Staff Relations Committee of the Library Commission. A second letter from Local 400, dated 6/30/75, concerning page hours was read, and copies were made and given to each Commissioner.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 5:45 P.M.

The next regular meeting will be held Tuesday, September 2, 1975 at 3:30 P.M.

Respectfully submitted,



GEORGE CERASI

Secretary

San Francisco Public Library Commission

July 8, 1975

RESOLUTION NO. 808

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of June, 1975, be approved:

3602 FT Page
Welton Flynn

3602 PT Page
Marsha Chan
Bennett Freeman
Vincent Leach

3602 PT Page
Debbie Lew
Kelvin Low
Gary Roberts
Debra Schussheim
Elaine Wong

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1424 Clerk Typist
Benjamin Spaw

3602 PT Page
Sharon Aymard
Adden Benham
John Cheng
Helen De Michiel
Chester Gin
Warren Kwok
Lori Lai
Claudia Lee

3602 PT Page
Edwin Lee
John Linato
Robert Mickowski
David Salazar
Steven Seid
Daniel Urrutia
Melvin Wong
Bradley Yee

3630 Librarian I-PT
Tillie Jang

SF
P76
#2
4-275

DOCUMENTS

SEP 19 1975

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

SAN FRANCISCO
PUBLIC LIBRARY

Minutes
September 2, 1975

The regular meeting of the San Francisco Public Library Commission was held September 2, 1975, in the Commission Room, Main Library.

The meeting was called to order at 3:45 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Stern, McDonnell, Casper and Pelosi. Commissioner Van der Lieth was excused.

It was moved by Commissioner Stern and seconded by Commissioner Pelosi that the minutes of the July meeting be approved with the following, which had been omitted from the minutes.

"Miss Morris reported that 1,141 meetings were held during the American Library Conference. She, as Local Chairman and the Children's Librarians provided arrangements for the Children's Services Division. The major event, the Newbery-Caldecott-Wilder banquet at the Hilton Hotel was attended by 1,900 persons. At the business meeting of the Division, mobiles of the Great San Francisco Readin' were distributed to the visiting librarians. She commended the Children's librarians and the Hilton Hotel for their excellent co-operation. Many librarians visited the Children's Room and the Early Childhood Project Office for ideas for their own agencies.

At the Coretta Scott King award breakfast Miss Morris extended greetings to the 500 attendees. At the Third General Session, Miss Morris was honored as the chairperson of the children's list for the American Issues Forum when the lists were presented to the audience.

Children's librarians are reporting continued interest in the thirteenth Summer Reading Program "Great San Francisco Readin'". The final ceremony will be held on September 6th at the Veterans Auditorium."

There being no objection, the July minutes were so approved.

CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. After being discussed, it was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted and immediately sent to the Board of Supervisor's meeting, which is now in session.

Honorable Supervisors:

The Commission of the San Francisco Public Library, meeting now in open session, deploras the intent of the Board of Supervisors to deprive the Library of more than forty CETA positions. Such a cutback, together

with thirty regular Civil Service positions already frozen, constitutes a cutback of 23% of the library work force and would necessitate the closing of the Main Library and four branch libraries on Sunday; the complete closing of certain branch libraries, and a drastic curtailment of hours throughout the City.

In the context of cost benefit budget analysis, tax monies of \$39,000 will bring \$400,000 of Federal monies and the people of the City who are looking forward to the Library for services in these tight money times will be well served. We challenge you to show another item of \$39,000 in your budget that will generate as much benefit to the people as this item.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Pelosi and unanimously approved that the Proposed Branch Hours (copy attached) be accepted if the Board of Supervisors take a final action to cut back on the CETA program.

3. Mr. Richard Reineccius spoke on the American Issues Forum. On September 1, 1975 the Forum will begin a nine-month series of programs in all San Francisco neighborhoods. The programs, which are free to the public, will vary in format from performances to exhibits to lecture-discussions and films, and will be related to monthly and weekly national American Issues Forum topics. More information on September or future Forum programs can be obtained by calling 626-2473. Individuals or groups are invited to submit ideas for programs or exhibits for the future months. Everyone is invited to these programs.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. No report.

FRIENDS REPORT
MISS MARY LOUSIE STONG, PRESIDENT

1. Mrs. Grace McDuff invited the Commissioners and staff to attend the Valenti Angelo exhibit that is on the second floor and also to attend the reception, Sunday, September 7, 1975 from 3:00 to 5:00 in the Special Collections room.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. Mr. Meyer, the Library Consultant, reported that he is visiting every department in the library at least twice to get revisions of the Authur D. Little report, to bring up to date. He has secured remarkable cooperation from the staff, in the preparation of his study.

Commissioner Callanan read the library statement from Robert S. Meyer & Associates for library consulting services rendered during the period of 7/18/75 - 8/31/75, per our proposal of 7/18/75. The amount being \$1,500; 15 days @ \$100 per day, to be paid in installments. It was moved by Commissioner Stern, seconded by Commissioner Pelosi and unanimously approved, to accept the statement.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, to accept the special expenditure from the Special Collections Fund, from the Duplicate Sale held on May 18, 1975, in the approximate amount of \$500.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the months of July and August, 1975 in the amount of \$3,093.78 be accepted.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #815

RESOLVED, that the Library Commission authorizes Anne Kincaid to speak at the Institute, "Developing Skills in Planning Humanities - Based Library Programs" at the University of Texas, Austin, Texas, October 15-16, 1975, sponsored by the Southwestern Library Association; no monies required.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #816

RESOLVED, that the Library Commission hereby authorizes the participation of Anne Kincaid in a Library Systems Workshop at Los Angeles, California, September 17-18, 1975; expenses to be paid from State travel funds, as such funds permit.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #817

RESOLVED, that the Library Commission hereby authorizes Anne Kincaid to visit the Detroit Public Library to study its TIP Information Center and the special services provided by the Library

to Shutins and Retirees in Detroit, Michigan, September 22-26, 1975; expenses to be paid from City travel funds, as such funds permit.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Pelosi and unanimously approved, that the following resolution be adopted:

RESOLUTION #818

RESOLVED, that the Library Commission hereby authorizes Eunice Parker to attend the California Library Association meeting in Los Angeles, California, September 19, 1975; expenses to be paid from State travel funds, as such funds permit.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #819

RESOLVED, that the Library Commission hereby authorizes Effie Lee Morris to attend the California Library Association meeting of Library Development and Standard Committee in Los Angeles, California, September 16, 1975; expenses to be paid from State travel funds, as such funds permit.

8. It was moved by Commissioner McDonnell, seconded by Commissioner Pelosi and unanimously approved, that the following resolution be adopted:

RESOLUTION #820

RESOLVED, that the Library Commission hereby authorizes Effie Lee Morris to attend the California Library Association meeting on Children's Services Standards Revision Committee in Los Angeles, California, September 26, 1975, and upon return from Los Angeles stop at Asilomar, California, September 26-28, 1975 to present a workshop to the Central California Council of Teachers of English; expenses to be paid from State travel funds, as such funds permit.

9. It was moved by Commissioner McDonnell, seconded by Commissioner Pelosi and unanimously approved, that the following resolution be adopted:

RESOLUTION #821

RESOLVED, that the Library Commission hereby authorizes Vivian Goodwin to attend the Congress of California Public Library Systems meeting in Los Angeles, California, September 17-18, 1975; fees and expenses to be paid out of State travel funds, as such funds permit.

10. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #822

RESOLVED, that the Library Commission hereby authorizes the participation of Gilbert W. McNamee in attending the California Society of Librarians' Board of Directors meeting at the Sheraton Hotel, Los Angeles International Airport, Los Angeles, California, September 18-19, 1975; expenses to be paid from Bay Area Reference Center travel funds, as such funds permit.

11. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, to adopt resolution #823. (cop attached)

12. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, to adopt resolution #824. (copy attached)

PERSONNEL COMMITTEE
COMMISSIONER DOROTHY M. CASPER

1. It was moved by Commissioner Casper, seconded by Commissioner Stern and unanimously approved, to accept resolution #814 (copy attached) with the deletion of the name of Jack Stone from the list of resignations.

A meeting will be set-up between Mr. Stone, Dr. Starr, members of Local 400 and the Library Commission to discuss this matter. Date open.

LIBRARY EXTENSION
COMMISSIONER NANCY PELOSI

1. Commissioner Pelosi reported that resolution #823 stated all that she wished to report at this time with perhaps the mention that the Library of Congress considers the San Francisco Public Library as a possible deposit for books.

COMMUNITY AFFAIRS AND BICENNNTENIAL COMMITTEE

1. No report.

LIBRARY RESOURCES AND PUBLIC RELATIONS COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern stated that she felt the resignation of Ernest Gaines would be a great loss to the Library.

2. She reported that from the public relations point of view it was an exciting positive summer for plans on a new main library. Mr. Meyer, Mrs. Hellum and Commissioner Stern found that the SF Libraries have wonderful staffs, with tremendous resources.

3. She feels that it is mandatory that San Francisco Libraries and Los Angeles Libraries work together, in this way better library service will be had all the way round.

COMMUNICATIONS

1. Mr. Cerasi read a letter to the Commission written to Commissioner Callanan from Mr. Robert Wedgeworth, dated July 23, 1975, concerning the Resolution of Thanks that was submitted at the ALA Inaugural Luncheon and General Session on Friday, July 4, 1975.

2. A letter was read to the Commission from Elena Tufo, dated July 25, 1975, requesting that the Glen Park branch be opened in the mornings and if possible to be kept opened until 8:00 or 9:00 P.M. Dr. Starr was asked to write a letter of reply to Ms. Tufo.

3. A letter from Mr. Albert J. Reyff written to the Commission, dated July 31, 1975, was read at the meeting which stated Mr. Reyff's support for the SFPL because of the helpful, peaceful and enjoyable surroundings he found when using the West Portal Branch. Dr. Starr was asked to reply to this letter.

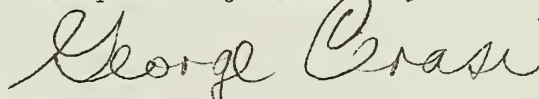
It was agreed to postpone the November and December Commission meeting one day, which means they will be held on the first Wednesday instead of the usual first Tuesday of the months.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 5:30 P.M.

The next regular meeting will be held Tuesday, October 7, 1975 at 3:30 P.M.

Respectfully submitted,



GEORGE CERASI

Secretary

San Francisco Public Library Commission

PROPOSED BRANCH HOURS

Without CETA librarians, with clerical positions frozen and with the reduction of page hours, the following schedule is proposed.

I. Eureka Valley, Golden Gate Valley, Presidio

New Hours

Mon 1-6

Tues 1-9

Wed 10-6

Thur 1-6

Fri 1-6

Sat 10-6

39 hours

Reduction of 3 hours for each branch
Total - 9 hours

II. Merced, North Beach, Parkside, West Portal, Western Addition

New Hours

Mon 1-6

Tues 10-9

Wed 10-9

Thur 10-6

Fri 1-6

Sat 10-6

48 hours

Reduction of 3 hours for each branch
Total - 15 hours

III. Excelsior, Chinatown, Richmond, West Portal

Closed Sunday

Reduction of hours 5 per branch
Total - 20 hours

IV. Bernal

New Hours

Mon 1-6

Tues 1-9

Wed 10-6

Thur 1-6

Fri 1-6

Sat 1-6

36 hours

Some schedule as Potrero and Park. Adds 1 hour and changes morning from Saturday to Wednesday

PROPOSED RESOLUTION FOR THE LIBRARY COMMISSION

- WHEREAS The San Francisco Public Library Commission has carefully studied the requirements for achieving and maintaining a high level of library service to the citizens of San Francisco, and
- WHEREAS The San Francisco Public Library Commission is aware of the recommendations contained in the state-sponsored 1975 Report California Public Library Systems - A Comprehensive Review with Guidelines for the Next Decade, and
- WHEREAS This Report recommends the formation of a top-level consortium composed of two major public libraries, three academic libraries and the California State Library, to more effectively serve the citizens of California, and
- WHEREAS This Report names San Francisco Public Library as one of the two major public libraries in the consortium, and
- WHEREAS This Report recommends consortium standards of services and resources which will require a significant increase in the capabilities of the San Francisco Public Library, and
- WHEREAS The Honorable Joseph L. Alioto, The Honorable Board of Supervisors and the Library Commission of the City and County of San Francisco have accelerated the development of the San Francisco Public Library, and
- WHEREAS The Commission is aware that the present building, while possessing intrinsic value as a city landmark and, within its limitations of design and capacity, as a library, is inadequate for present and future needs, and
- WHEREAS The Main Library building now holds double the maximum design capacity of 400,000 volumes, necessitating the blocking of hallways to accommodate additional book storage and materially reducing the level of services to the people of San Francisco below that to which they are entitled, and
- WHEREAS The necessary and projected growth of the book collection and public services of the Main Library makes the construction of an annex to the Main Library and the rehabilitation of the present building mandatory; now therefore, be it
- RESOLVED That the San Francisco Library Commission does hereby indicate its intention of advancing a bond issue proposal in November 1976 for the necessary rehabilitation of the existing Main Library and the construction of a Main Library Annex which will enable this institution to keep pace with the growing resources of human knowledge and to meet the needs of the people of California, in particular the people of San Francisco, to utilize these resources.

LIBRARY BOOK REPLENISHMENT FUND

There shall be established in the treasury of the City and County of San Francisco a special fund to be known as the Library Book Replenishment Fund for the San Francisco Public Library. Said fund is to be derived from the proceeds of the sale of books selected for discard on the recommendation of the City Librarian with the approval of the Library Commission.

Those books discarded shall be sorted by the organization known as the Friends of the San Francisco Public Library. Books selected for sale to the general public shall be sold by said organization acting as agent of the San Francisco Public Library under the control and direction of the City Librarian.

This fund shall be used solely for the following purposes:

1. Expenses approved by the City Librarian in connection with the sale of these books.
2. Purchase of books for the San Francisco Public Library as directed by the City Librarian with the approval of the Library Commission.

Those discarded books not sold after being offered for sale shall be turned over to the Purchaser of Supplies of the City of San Francisco and the proceeds of any sales conducted by him shall be placed in the General Fund.

September 2, 1975

RESOLUTION NO. 814

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the months of July and August, 1975, be approved:

3602 PT Page

Michael J. Arnold
Charles Byrd
Leonardo Flores
Kim Hammann
Michelle Harris
Nina Kum

3602 PT Page

Connie Lee
Theresa Mui
Maureen O'Hagan
Debbi Quan
Lisa Shue
Victoria Tom
Geoffrey Yuen

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 FT Page

Bruce Lerro

3602 PT Page

Willard Barksdale
Walter Bielski
Robin Deutsch
Susan Ellis
Emily Llorente
Deborah Mah

3602 PT Page

Bonnie Ng
Helen Quan
Maureen Quan
Alejandro Sanchez
Jack Stone
Ann Sustarich
Daniel Tom
George Wiley
Lawrence Wong

SAN FRANCISCO PUBLIC LIBRARY

SPECIAL COMMISSION MEETING

Minutes

September 25, 1975

The special meeting of the San Francisco Public Library Commission was held September 25, 1975, in the Commission Room, Main Library.

The meeting was called to order at 2:15 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Stern, Van der Lieth, McDonnell, Casper, Pelosi and Bowles.

Commissioner Callanan welcomed Commissioner Henry M. Bowles to the Library Commission.

SPECIAL ORDER OF BUSINESS

This special meeting was called to make the decision of whether to press for the bond issue for a new Main Library or to consider alternate courses of action to take instead.

Mr. Griff Stokes, Library Planning Coordinator, described the actions which have led to the determination of costs for the new Addition and the rehabilitation of the present building. There followed a discussion of the two alternatives in building the new Addition. They were: 1) a price of \$56,532,113 for a 350,000 sq. ft. building, with one new elevator, installations and eight floors, one of which would be only a shell floor; and 2) a price of \$59,456,573 for a 400,000 sq. ft. building, with one new elevator, installations and eight finished floors. There was also discussion on the bond issue.

Then Commissioner Callanan asked the staff, Friends, Keep Libraries Alive and the Senior Citizens for their opinions on the subject. Several of the staff members stated that better service is more important and that they had serious reservations as to the wisdom of building a new Library. Spokesmen of the Friends, Keep Libraries Alive and the Senior Citizens stated that "if the Library did not go for the bond issue for a building on Marshall Square now it would be letting the people of San Francisco down". They stated strongly their desire to go for the bond issue.

Commissioner Van der Lieth made a motion to proceed with the bond issue and plans to build on Marshall Square, this motion was seconded by Commissioner Stern.

Commissioner Callanan stated that 1976 is a significant year to go for a bond issue and a decision should be made at this meeting or it might mean waiting two or maybe even four years. He pointed out that the Commission, as composed in January 1976 would have an opportunity to make a final decision. He said that this final decision is to be made in March, 1976.

San Francisco Public Library
Special Commission Meeting

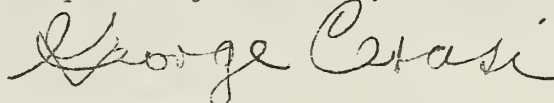
September 25, 1975
Page 2

Commissioner Callanan then asked for a vote of the Commission to go for a bond issue with the price of the building as \$59,456,573. The vote was taken and unanimously approved.

There being no further business to transact the meeting was adjourned at 4:15 P.M.

The next regular meeting will be held Tuesday, October 7, 1975 at 3:30 P.M.

Respectfully submitted,

A handwritten signature in cursive script, reading "George Cerasi".

GEORGE CERASI

Secretary

San Francisco Public Library Commission

OCT 30 1975

SAN FRANCISCO PUBLIC LIBRARY

SAN FRANCISCO
PUBLIC LIBRARY

COMMISSION MEETING

3/minutes

October 7, 1975

The regular meeting of the San Francisco Public Library Commission was held October 7, 1975, in the Commission Room, Main Library.

The meeting was called to order at 3:45 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Stern, Van der Lieth, Casper, Pelosi and Bowles. Commissioner McDonnell was excused.

It was moved by Commissioner Van der Lieth, to approve the minutes of the September 2, 1975 meeting, the motion was seconded by Commissioner Stern and unanimously approved.

It was further moved by Commissioner Van der Lieth that the minutes of the special meeting held September 25, 1975 be approved. The motion was seconded by Commissioner Stern and unanimously approved with the correction that there was no Senior Citizens representative at that meeting.

CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. Dave Murphy was called on to speak about the personnel position of the Library. He stated that we have 299 positions out of our regular City accounts, of which the Board of Supervisors has defunded 15 positions and another 18 that have not yet been cleared by City Hall. We have approximately 120 CETA positions; five of those are Librarian positions which we have been informed we will not receive and there are other such positions, some of which we will receive and some of which we won't.

Dr. Starr stated that in the next thirty days the staffing pattern of the Library for the next ten months will stabilize and will be significantly beneath what we had started our hours with. He requested that the appropriate sub-committee of the Commission be asked to work with Mrs. Scannell and Mr. Ramirez on the branch hours and Main hours. The Library Extension, under the direction of Commissioner Pelosi, was requested to work with Mrs. Scannell and Mr. Ramirez.

Karen Scannell was asked to report on the four branches that may have to be closed because of the staff shortage. She stated that in the beginning of the extended services and hours she had asked for clerical help and eight librarians to keep four branches open. Five of the eight librarians have been lost and two more will be leaving in October. She recommended that we close the four branches that are open on Sunday and keep the Main open on Sundays. Dr. Starr stated that Mrs. Scannell's recommendation had his approval. He checked with the Budget Analyst of the Board of Supervisors, Harvey Rose, who said that the CETA program for librarians will not be self-replenishing.

Mrs. Scannell stated that besides the problem of Sunday openings, there is no librarian at the Ocean View Branch and within two weeks the Ingleside Branch will lose a librarian due to retirement. It was agreed that a solution should

be found as soon as possible for the Sunday hours, and staffing throughout the branches.

2. Dr. Starr attended a luncheon given by Chancellor Louis Batmale of City College and his planning staff. Mr. Batmale said he was looking for space in the Chinatown area to build classrooms for City College. They had between four and five million dollars in construction monies. He asked if the Library was interested in going in on some kind of cooperative deal. Dr. Starr asked that the Commission look into this matter. It was agreed that a committee of the Commission have a special meeting for this purpose. The Library Extension was the committee chosen for this project.

3. Mrs. Goodwin reported the following Special Collections Fund Committee's recommendations for which approval of the Library Commission was requested to: 1) remodel eight bookcases in the Rare Book Room, which will include extending existing shelving and fitting all remaining unprotected cases with locked glass doors. The work to be done by the Department of Public Works at the cost of \$3,862.84; 2) reserve funds in the amount of \$3,000 to be applied toward the purchase of Joseph Moxon's Mechanik Exercises, volumes I and II. The Library would be joined in this purchase by the Friends who approved, at their Board of Directors meeting, October 1, 1975, the use of their acquisition fund, plus private donations canvassed for this special purchase, to make up the total expected price of \$7,500. The Library would be furnishing 40% of the total expenditure, which is expected to be made in January 1976, or whenever the sale is announced by Dawson's Book Shop; and 3) start an endowment fund from the Rare Book Sale.

It was moved by Commissioner Stern, seconded by Commissioner Van der Lieth and unanimously approved to accept the Special Collections Fund Committee's recommendations as outlined by Mrs. Goodwin.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi called upon Mr. Bob Owens of the Art Workshop to discuss his project for a mural painting near the Park Branch Library. Mr. Owens stated that the painting would be done on the building next to the Park Branch. The painting will be done on panels not the siding itself, so that in the future if the building is torn down or sold, the panel with the mural may be removed without damage. The project came about as a result of some revenue sharing monies that the Mayor offered to the Haight-Ashbury neighborhood two years ago in the amount of \$250,000 to do what they wanted with it. The neighborhood responded by holding a series of meetings and came to an agreement about the use of the money. It includes a housing project to create funds for down payment loans and monies for a community cultural center in the Straight Theater, and some Haight Street improvement funds out of which \$10,000 was allocated toward mural projects. Since that time the money has been allocated to the Art Commission, which has approved the mural at their meeting on October 6, 1975. There are many mural projects that are going on around the City. The total cost of the Park Branch mural project will be \$3,900. A few drawings were shown to the Commission.

2. Dan Tatko asked the Library Commission if it has thought about the security procedures for the selling of Senior Muni Passes at the branches. He stated that in selling the passes a semi-large amount of money would be held at the branches and that they really did not have much security in cases of theft or the like.

Dr. Starr stated that Mr. Tatko should have gone through the Librarian's Office on this matter and not straight to the Commission. Commissioner Callanan agreed with Dr. Starr on this point. It was discussed and agreed that the security problem should be checked into.

FRIENDS
MISS MARY LOUISE STONG, PRESIDENT

1. At the Friends October monthly meeting they passed a resolution strongly supporting the position that the Commission took for the Addition on Marshall Square.

2. The Friends also approved, as reported by Mrs. Goodwin, the \$3,000 toward the purchase of Joseph Moxton's Mechanick Exercises, volumes I and II.

3. Two coming events that the Friends would like to publicize are: 1) On Friday, October 10, 1975 at 12:00 noon, a reception honoring a book by David Lavender on the history of William Shatner Raslton, will be held. It is entitled, "Nothing Seems Impossible". The proceeds from the sale of the book will go to the San Francisco Friends. 2) On October 30, 1975 at 8:00 P.M. there will be a Fiction Sale in the Lurie Room, Main Library by the Friends.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. The Library Planning Committee has gone ahead and searched out all the possibilities that are before them, and to date have sent a letter to the Mayor asking that the Real Estate Department set aside Marshall Square for the Library.

2. Commissioner Van der Lieth called upon Bob Meyer, Library Consultant, to give a progress report on the LPC. He stated that the work is progressing on the inventory of needs to be written for each department so that an architect, with that statement in hand, can prepare some drawings that will carry out those requirements in terms of space, staff facilities, reader facilities, equipment, shelving and special things that have to be observed throughout the area, including relationships with other departments that happen to be near by.

The LPC is entering a new phase of writing out these descriptions, department by department; realizing that a number of internal operating decisions need to be made before the department heads themselves will know what requirements to stipulate.

Mr. Meyer has prepared a list of comments he received from his various interviews. The new phase we are entering is one of group staff participation. Mr. Ramirez and Mr. Reilly are setting up Task Forces to work on these different problems, composed of individuals who are most knowledgeable on each of them.

Mr. Ramirez and Mr. Reilly will be working with the Department Heads and will reach a staff consensus which will include a statement of alternatives and recommendations to be considered by the Tuesday, Library Planning Committee meetings on each problem.

Mr. Ramirez reported that the Task Forces' basic objectives will be publicized to the staff so that they will be informed as to what each Task Force will be investigating. The first nine areas are:

1. Popular Library - roll, size and contents
2. Periodicals - question of whether it should be organized on a centralized or departmentized basis
3. Audio-Visual - its role in central library services
4. Reproducing Facilities - need for reproduction equipment, machinery, film strips, motion pictures, etc.
5. Reproduction Facilities - themselves, micro-film readers, printers, etc.
6. Government Documents - should it be handled as a separate department or combined with another existing department
7. Maps - whether or not they should be on a centralized basis
8. Central Reserves - automated circulation control system
9. This Task Force will cover inter-relationships of the other eight forces.

Commissioner Casper commended Mr. Ramirez on the work that he has been doing. She recommended to the Commission that he should have a better office than the one he now occupies.

Commissioner Bowles said that 70% of the service to the people is through the branches. We must think of the branches along with the main when speaking of service. Mr. Ramirez stated that each chairperson of the Task Forces is directed to consider the question of services through the branches in connection with their Task Force work. Commissioner Callanan requested the Library Planning Committee to look further into the matter.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. MCDONNELL

1. It was moved by Commissioner Bowles, seconded by Commissioner Stern and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of September, 1975 in the amount of \$2,295.57, be accepted.
2. Resolution #825, requesting a supplemental appropriation for the Library Book Bindery budget was held over for the next Commission meeting at Dr. Starr's request.
3. It was moved by Commissioner Bowles, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #826

RESOLVED, that the Library Commission hereby authorizes a request for supplemental appropriation in the amount of \$192,750 in order to purchase a CLSI Circulation System and a Book Detection System for the Main Library and the Business Branch.

4. It was moved by Commissioner Bowles, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #827

RESOLVED, that the Library Commission hereby authorizes the participation of Anne Roughton and Carol Coon in presenting two BARC mini workshops at Weaverville, CA, October 23, 1975, and at Eureka, CA, October 24, 1975. Betty Carr of the North State Library System will help in these workshops. Expenses to be paid from the Bay Area Reference Center funds, as such funds permit.

5. It was moved by Commissioner Bowles, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #828

RESOLVED, that the Library Commission hereby authorizes John Fetros to attend the Western Association of Map Librarians meeting in Fullerton, CA, October 23-25, 1975; expenses to be paid from State travel funds, as such funds permit.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER DOROTHY M. CASPER

1. It was moved by Commissioner Casper, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #829

APPROVED, non-civil service, temporary and recertification of temporary appointments made during the month of September, 1975.

2. It was moved by Commissioner Casper, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #830

WHEREAS, Dorothy Terhaar has been employed by the San Francisco Public Library for the past thirty-seven years, she has served the Reference and Periodicals departments, Parkside, Excelsior, Sunset, Ingleside, Noe Valley, and Park Branches and Ingleside for the last three years, and

WHEREAS, Dorothy Terhaar has retired; now, therefore, be
it

RESOLVED, that we, as members of the San Francisco Public Library Commission recognize and appreciate the excellent and cooperative service that she has rendered to the citizens of San Francisco. The talent and ability that she has demonstrated in the performance of her assignments have contributed greatly to the growth of the San Francisco Public Library. She will be missed by fellow staff members and the public alike, be it

FURTHER RESOLVED, we join together in wishing her many years of health and happiness.

3. Commissioner Casper reported that she is still waiting for the opinion of the City Attorney concerning a matter taken up at the last Commission meeting.

4. Commissioner Casper asked the Commission who authorized a Dance Archives at the Presidio Branch. Dr. Starr stated that he authorized it as a further service of the Library.

LIBRARY EXTENSION
COMMISSIONER NANCY PELOSI

1. No report.

COMMUNITY AFFAIRS AND BICENTENNIAL COMMITTEE
COMMISSIONER HENRY M. BOWLES

1. No report.

LIBRARY RESOURCES AND PUBLIC RELATIONS COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern stated that, Mrs. Goodwin's report on Joseph Moxton's Mechanick Exercises, volumes I and II, was what she was going to report on.

2. She stated that she was appalled by the fact that the Library has to cut back on Sunday hours. She believes it to be a terrible blow to the Library.

COMMUNICATIONS

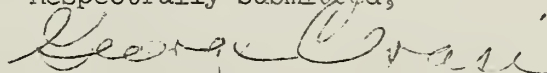
None

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 5:20 P.M.

The next regular meeting will be held Wednesday, November 5, 1975 at 3:30 P.M.

Respectfully submitted,



GEORGE CERASI
Secretary, Library Commission

October 7, 1975

RESOLUTION NO. 829

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of September, 1975, be approved:

3602 PT Page

John Brooker
Wilson Dong
Colleen Egan
Michael H. Jones
Douglas Kretz
Ana Leiva
Jeffrey Mann

3602 PT Page

Yacub Mirza
Timothy Ng
Pairin Nimearmon
Alejandro Sanchez
Teresa Tong
Gordon Wong
Wayman Wong

AND FURTHER that the following resignations, of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page

George Chin
Welton Flynn
Bennett Freeman
Stan Gibbs
David Hom
Donald Jingles
Susan Kurtz
Kelvin Low
Patricia Mahoney
Ralph Martinez
Nancy Matsumoto

3602 PT Page

Marilyn Murphy
Sonia O'Connell
Eric Omokaro
Debbie Quan
Robert Srock
James Velarde
Edward Wong

3630 Librarian I- PT

Patricia Rea

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2
5-75

DOCUMENTS

NOV 5 1975

SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

November 5, 1975

The regular meeting of the San Francisco Public Library Commission was held November 5, 1975, in the Commission Room, Main Library.

The meeting was called to order at 3:45 by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Stern, Casper, Van der Lieth, Pelosi, Bowles and McDonnell.

It was moved by Commissioner McDonnell to approve the minutes of the October 7, 1975 meeting with corrections, the motion was seconded by Commissioner Stern and unanimously approved.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. The Main Library Committee report was called for as the first item of business. Commissioner Van der Lieth asked Mr. Stokes, Planning Coordinator, to present the progress report on the Library Planning Committee. They are now in the stage of planning where Mr. Meyer, the consultant, is working with Mr. Ramirez and the staff to study the twenty-five library functions needing decision before specific space needs can be determined. These 25 were narrowed down to nine and Task Forces assigned to each; four reports are already in and the others are progressing well. Mr. Stokes has distributed a proposal to members of the Library Planning Committee on the feasibility of building a smaller Addition on Marshall Square. The full LPC will be discussing it and they hope to have a recommendation ready for the next Commission meeting. Commissioner Stern complimented the staff for their input to the Planning Committee at the Friday, October 24, staff meeting. Although not a large meeting, it was an important one, she felt.

LIBRARY RESOURCES AND PUBLIC RELATIONS COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern reported briefly on the elections of November 4th, stating that the neighborhood groups proved hard-working and extremely sophisticated in their actions. What took place at the polls shows that the people of San Francisco are going to have a say in what happens to them. The importance of citizen action groups was stressed and she emphasized the fact that the Neighborhood Coalition is backing the move for a new Addition to the Main Library.

2. Commissioner Stern also commented that the Commission minutes should be carefully proofed to keep an accurate record of the proceedings.

CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. Dr. Starr has directed the Chief Librarians to draw up a systematic plan for the attendance of staff at Library Commission meetings. Included would

be the Chiefs & Coordinators or their alternates, project director, Librarian's Guild representation, non-professional's organization (when formed), resource staff, Public Relations Officer. Since the actions of the Commission are well-covered in the Official Bulletin and the Library is suffering such severe staff shortages, it is not justifiable to permit unlimited attendance at meetings.

2. Dr. Starr reported on a very busy month of activities. He has been elected to the Board of Directors of the Urban Libraries Council and expects to be very active in their effort to put before Congress a request for \$400,000,000 in library aid. He has also been nominated by Msgr. Murray, Trustee of the Boston Public Library, for membership in the American Academy of Arts and Letters.

3. Commissioner Callanan and Dr. Starr met with Mrs. Harold White, widow of Harold White, defender of Soviet Jewry. A collection will be established in his honor, of books on Eastern European political history with a special emphasis on Eastern European Jewry.

4. A meeting with Dean Macris, City Planning Director, Mrs. Scannell and Chancellor Batmale of the Community College District started discussion of a proposal for a combined library and college classroom building on the site of the present Chinatown Branch. A public community meeting is to be held November 13 on the needs of the people in relation to that property.

5. The janitorial staff in the Main Library and Annex has been rescheduled so that work is going on during late night hours, as well as day hours. Their physical presence will act as a measure of security for the building.

6. Dr. Starr is pursuing outside funding sources for the Library. He gave numerous lectures and talks before groups, interviews on radio and in newspapers e.g. Wall Street Journal, New York Times and Los Angeles Times; had articles appear in several magazines; and staged a pre-election mini-pageant which brought out "Mayor Rolph" to publicize the election and the S.F. History Room.

7. The expenditure of the travel and workshop funds is being discussed with Mr. McNamee of BARC to assure proper staff usage in relation to attendance at conferences.

8. Dr. Starr then presented the proposed rescheduling of open hours in the branches, which had been developed jointly by the Library Extension Committee and staff under Mrs. Scannell, Chief of Branches. He firmly stated that he would oppose staff recommendations for the closing of branch libraries.

A long, full discussion of the plan ensued. Its positive factors, such as being able to meet the schedule at all times and at all places rather than interchanging personnel or having to close branches without notice; uniformity of hours with consideration for days public want branches open; being able to maintain staffing of at least one librarian with another clerk or page, were presented by Commissioner Pelosi and Mrs. Scannell. Commissioner Pelosi stressed that it was a compromise plan. Opposition speakers, both from the

community and the staff, spoke of the fact that our branch hours are not sufficient now; that senior citizens and children would be deprived of using the library on Mondays and several mornings; that any reduction in service should be systemwide including Main Library and Business Branch; that closing all branches on Sunday and Monday would place a strain on the Main Library when they are not fully staffed; that it was unfairly penalizing branch librarians by limiting their working hours to Tuesday through Saturday; that pre-school story hours would have to be re-scheduled because of the a.m. closing on certain days.

The Librarian's Guild suggested that four large branches be kept open Monday thru Saturday and others be paired; they also asked for formal meet and confer sessions for their input. Mr. Joseph Hall, President of the San Francisco NAACP expressed deep concern over the reduction in hours at Ingleside and Ocean View Branches. He also wished to have a closer working relationship with the Library Commission and be able to have input at an earlier stage in library decisionmaking in order to represent the Black Community. This was welcomed and readily agreed to by the Commissioners and Dr. Starr. Mr. Hall was also thanked for his intervention to try to unfreeze two Senior Librarian positions for Ingleside and Ocean View Branches. The need for a long range re-evaluation of the total system basic services and the formulation of a general branch policy was stressed by Ms. Morris, Coordinator of Children's Services.

The Library Commission concluded further study was needed. It was moved by Commissioner Pelosi and seconded by Commissioner McDonnell that further study of branch hours, which would reflect the particular needs of the neighborhoods and service areas, take place between the Library administration and Commissioners Pelosi, Van der Lieth and Casper. Any meet and confer session involved would take place between the Library Administration and the Guild. The motion was unanimously approved.

Dr. Starr requested a motion to discontinue Sunday hours in branches. It was decided to leave the matter open so that it could be part of the total rescheduling of branch hours. Dr. Starr said he would handle it administratively for another month, i.e. close if the required two persons were not available.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi read to the Commission a citation from the Division of Industrial Safety issued after inspection of the Public Relations Office. Minor cord violations can be corrected but the improvement of lighting over the secretary's desk will need a supplemental of \$877.20. Commissioner McDonnell moved and Commissioner Van der Lieth seconded a motion to request the supplemental appropriation.

FRIENDS REPORT
MISS MARY LOUISE STONG, PRESIDENT

1. Miss Stong reported that the Finance Committee of the Board of Supervisors has decided that monies from any sale of Library discard books would go into

the general fund, not into the special Book Replenishment Fund the Library had requested. The Friends' Board of Directors decided against participating in such sales of discards. Mrs. Goodwin, who had attended the Finance Committee meeting, was asked to write a report of the Supervisor's alternative suggestion for the Commissioners.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. MCDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of October, 1975 in the amount of \$1,176.00 be accepted.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #831

RESOLVED, that the Library Commission authorize the attendance of Stewart Holland and Lee Lourea at Video Production Workshops held November 4 & 5, 1975 in Oakland, CA; expenses to be paid from California Video Resource Project funds, as such funds permit.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #832

RESOLVED, that the Library Commission does hereby authorize the attendance of Ms. Peggy Pavelski at the California Community Antennae Association conference to be held at the Disneyland Hotel, Anaheim, CA, on November 14, 1975; expenses to be paid by the California Video Resource Project funds, as such funds permit.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Bowles and unanimously approved, that the following resolution be adopted:

RESOLUTION #833

RESOLVED, that the Library Commission authorize the attendance of Jim Reilly and Mary Goldthorpe at the California Library Association meeting on "Automated Serials Control" to be held November 29-30, 1975, in San Francisco, CA; expenses to be paid from State funds, as such funds permit.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #834

RESOLVED, that the Library Commission authorize the attendance of Margaret Sah and Joan Dillon at the LIPC Institute "Catalog As A Reference Tool" in Palo Alto, CA, November 14-15, 1975; expenses to be paid from State funds, as such funds permit.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Bowles and unanimously approved, that the following resolution be adopted:

RESOLUTION #835

AUTHORIZING APPLICATION OF THE SAN FRANCISCO PUBLIC LIBRARY FOR STATE FUNDS FOR IMPROVEMENT IN ITS SERVICES, AND AUTHORIZING ACCEPTANCE THEREOF.

WHEREAS, the Public Library Services Act of 1963 provides for financial assistance to public libraries; including per capita grants for financing improved service in libraries; and

WHEREAS, the San Francisco Public Library is eligible for a per capita grant under this law based upon a formula of "Weighted Population Values" and "Assessed Valuation per capita" after Establishment Grants; and

WHEREAS, the San Francisco Public Library is desirous of making application to the State of California in accordance with the provisions of this Public Library Services Act in Chapter 1.5 of Division 20 of the Education Code for a per capita grant for the purpose of improving library services; now, therefore, be it

RESOLVED, that the Board of Supervisors does hereby approve the application for and acceptance of said grant; and be it

FURTHER RESOLVED, that this approval shall entail no additional financial contribution by the City and County.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #837

RESOLVED, that the Library Commission hereby authorizes a request for supplemental appropriation in the amount of \$17,407 regarding CETA employees earning over \$10,000 per annum.

8. It was moved by Commissioner McDonnell, seconded by Commission Pelosi and unanimously approved, that the following resolution be adopted: -

RESOLUTION #838

RESOLVED, that the Library Commission approve the acceptance and expenditure of Federal monies for the following branch projects: Richmond \$17,500; Chinatown \$18,000; Eureka Valley \$780; Noe Valley \$12,720; and Mission \$3,557. A total of \$52,557.00.

9. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #839

RESOLVED, that the Library Commission hereby authorizes the participation of Anne Roughton and Sue Critchfield in presenting a BARC mini workshop at Auburn, CA, November 21, 1975 for librarians of the Mountain Valley Library System; expenses to be paid from Bay Area Reference Center travel funds, as such funds permit.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER DOROTHY M. CASPER

1. It was moved by Commissioner Casper, seconded by Commissioner McDonnell and unanimously approved, that the following resolution be adopted:

RESOLUTION #836

APPROVED, non-civil service temporary and recertification of Temporary appointments made during the month October, 1975.

LIBRARY EXTENSION
COMMISSIONER NANCY PELOSI

1. Commissioner Pelosi's report on the branch hours schedule was given jointly with the Library Administration and is reported under the City Librarian's Report.

COMMUNITY AFFAIRS AND BICENTENNIAL
COMMISSIONER HENRY M. BOWLES

1. No report.

COMMUNICATIONS

1. Mr. Cerasi read a letter from James Chaffee regarding Commission policy on the use of Library rooms for private receptions and parties.

2. Mr. Cerasi read the thank you note from Dorothy Ternarr for the Commission Resolution commending her on her retirement.

3. A written copy of her presentation to the Commission on branch hours at the November 5 meeting was submitted by Judy Yung, Anza Branch librarian.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 6:00 P.M.

The next regular meeting will be held Tuesday, December 2, 1975 at 3:30 P.M.

Respectfully submitted,

George Cerast

GEORGE CERAST
Secretary, Library Commission

November 5, 1975

RESOLUTION NO. 836

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of October, 1975, be approved:

3602 PT Page

Gerald Brunn
Ronald Chabot
Brenda Chong
Jim Farrell

3602 PT Page

Gerald Gelbard
Claudia Lee
Charles Schoellenbach

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page

Su Chan
Mark Chausse
Niels Erch
Jennie Fong
Stan Gibbs
Melvin Henderson

3602 PT Page

Darryl Loo
Gary Roberts
Wellman Wu
Dale Yee
James Yee
Geoffrey Yuen

DOCUMENTS

DEC 19 1975

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

SAN FRANCISCO
PUBLIC LIBRARY

Minutes

December 2, 1975

The regular meeting of the San Francisco Public Library Commission was held December 2, 1975, in the Commission Room, Main Library.

The meeting was called to order at 3:45 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Stern, Van der Lieth, McDonnell, Casper, Pelosi and Bowles.

It was moved by Commissioner McDonnell to approve the minutes of the November 5, 1975 meeting with a correction in the City Librarian's Report, item three, lines one and two, the name Mr. Harold White should read Mr. Harold Light. The motion was seconded by Commissioner Stern and unanimously approved.

CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. The Board of Supervisors has just approved the Library's participation in the Community Development Program, which has allotted \$171,000 for Bernal Branch, \$194,000 for Chinatown Branch, \$146,000 for Park Branch and \$15,000 for Noe Valley Branch. This represents a step forward in capital improvements for the Library. Dr. Starr requested the Commission to write letters of thanks to Mr. Dean Macris, Head of City Planning, and Mr. Jim Jacquet, Head of Community Development Office, for their time and effort on behalf of the Library in this matter. It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern and unanimously approved to write the requested letters.

2. Two weeks ago Dr. Alioto, Superintendent of Schools, met with Dr. Starr at the Library to discuss a resolution, that if adopted, would bring closer cooperation between the school library system and the public library system, something that the library has been trying to accomplish for a matter of years. The Resolution, entitled "Joint District and Public Libraries Task Force", provides that the Task Force be a joint group, composed of one member appointed by each Board of Education member and one member by each Library Commissioner. Staffing for the Task Force will be jointly shared by the District and the Library Commission. Discussion followed with Commissioners Stern, Van der Lieth and Bowles commenting, on how worthwhile this project will be. It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern and unanimously approved to accept the suggestion of Dr. Alioto. Commissioner Bowles was designated to work on its development on behalf of the Library.

3. The Educational Opportunities Committee (Mrs. Goodwin - Chairperson, Mr. Ramirez, Mrs. Scannell and Mrs. Parker) was asked to elect two rank and file members of the Library; that is one non-professional and one junior of the professional ranks, to undertake the responsibility of allocating Funds for attendance at conferences or workshops and the travel money expended by the Library. The Committee is to set up guide lines in terms of the time to submit requests, the review of them and their

just distribution. Funds have been provided very generously by the City and the State to allow people to broaden their education and participate in professional activities.

4. Dr. Starr read a letter from Mr. Michael Horowitz, Director at the Fitz Hugh Ludlow Memorial Library, asking if it is possible for the San Francisco Public Library to house its collection of literature on drugs and drug abuse. It was requested that a Commissioner look into this collection to see if there is anyway that we can help them. Commissioner McDonnell stated that he didn't think the SFPL should be responsible for this collection but that he will help in anyway that he can, either in placing the collection in our library on a loan basis or finding some other place in San Francisco to house it.

5. In the first two days of the opening of the Dance Archives about 400 people visited it. Mrs. Bodrero has donated her book collection to the Archives and Lim M. Lai will lend her opera collection to the Archives. The Performing Arts Center, in theory now, has agreed to receive the Dance Archives in the future when things have become more settled.

6. There is an article in the November Library Journal by Dr. Starr and another article of his will appear in the Library Journal in the coming months, entitled "Notes Towards A Redefinition in Humanistic Librarianship".

7. Thanks to the Friends' donation of funds to the Library the News/Call Bulletin Morgue files are now being moved into an accessible area and Mig Mayer, of the Friends, is organizing a Task Force of volunteers to work on their organization. The whole basement area is being improved by the Friends!

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi stated that we have received a book from Mr. Fong Yun Wah of Hong Kong which is to be displayed in the Chinatown Branch Library. The book is in Chinese and will be displayed as Mr. Wah requested. Mrs. Sah, of the Catalog Department, will write a letter of thanks to Mr. Wah.

2. A schematic plan for Main Entrance ramps for the Handicapped has been submitted to the Secretary's Office by the Bureau of Building Repair, Department of Public Works. They are looking into the building itself for easier accessibility to the restrooms as well.

MRS. GOODWIN

1. Mrs. Goodwin reported to the Commissioners on why the Library Book Replenishment Fund for the sale of library discards was not approved by the Finance Committee. Alternatives will be explored.

2. She also asked for a motion for the customary closing of the Libraries at 5:00 P.M. on the evenings of December 24th, Christmas Eve, and December 31st, New Year's Eve. It was so moved by Commissioner Van der Lieth, seconded by Commissioner Stern and unanimously approved.

3. Mrs. Goodwin has been attending all the California Library Association Convention meetings concerned with the funding of the Public Library Services Act. At present there is zero funding for the next year under this Act. The Department of Finance feels that the Act has accomplished its mission of developing systems throughout California.

The State Librarian was asked to devise a new funding formula. It is being presented now to the California Library Association, with much discussion underway. This program involves reimbursement to libraries for the purposes of resource sharing. The reimbursement would be for inter-library loan transactions, for interlibrary reference questions answered, and for granting universal borrowing privileges. New legislation may be presented next year to the State Legislature.

Dr. Starr stated that all capital improvement and equipment funds are to be reviewed by the Board of Supervisors' Finance Committee before any expenditure can be made. The book budget is included in this and the Library has requested a hearing for release of funds on December 3rd.

It was moved by Commissioner Stern, seconded by Commissioner Van der Lieth and unanimously approved to accept the Administration Reports. There being no objection, it was so ordered.

FRIENDS' REPORT
MISS MARY LOUISE STONG, PRESIDENT

1. Miss Stong made a fiscal report as follows: gifts received were \$300 from the National Secretary's Association for the Business Library, and \$868 from Kay Schumulowitz for cataloging the Schumulowitz Collection. Expenditures included \$150 for the Dance Archives' opening party; \$500 to the Western Addition Branch for their bicentennial celebration; and \$333 to the North Beach Branch for blinds so they can show films and have programs which they haven't been able to do before.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSTIE LISLE VAN DER LIETH

1. Commissioner Van der Lieth called on Griff Stokes, Planning Coordinator, to review before the Commission what has been done so far for the New Addition.

Mr. Stokes reported to the Commission stating that three factors warrant a review of the Commission's bond issue objectives. He pointed out that the present estimate for a 400,000 square foot Addition at \$59,400,000 was very high and that voter resistance to this could be anticipated. He stated that the proposed construction program was not responsive enough to the "total system" concept, i.e. branch library improvement and construction as well as Main Library construction.

Finally he stated that uncritical acceptance of the square footage requirements of the A.D. Little Study places our construction requirements at too high a figure. From an empirical study of recent public library

construction (which he distributed to members of the Commission) he had determined that a 229,000 square foot addition at \$3,400,000 could take care of our needs until the year 2000. ~~34,000,000~~

While stating that final figures would come only from the work of the urban library consultant and the architects, he recommended that the Commission adopt a lower figure, including \$3,000,000 for reconstruction on branch libraries and \$2,000,000 on the present Main Library for a total of \$39,026,364.

In the discussion that followed Commissioner Stern recommended that the HUD refund of \$115,000 be removed from that sum upon which architects fees would be computed. Mr. Stokes stated that he would recompute the total based on the repositioning of the HUD refund.

Commissioner Bowles commented that this proposal was a good start on ensuring adequate attention for the branches but that maybe more work was required.

Miss Stong, President of the Friends and a member of the Planning Committee, indicated some reservations as to the adequacy of the size of the addition recommended by Mr. Stokes.

Further discussion followed; after which Commissioner Van der Lieth recommended a delay in changing the Project Data Sheet until after further information could be secured.

2. Commissioner Van der Lieth read a memo to the Commission from Bill Ramirez on Sunday hours at the Main Branch. Because requisitions have been released at City Hall five CETA Branch Librarians will be reassigned to the Main Library, thereby enabling the Main to continue Sunday hours.

3. Commissioner Van der Lieth read a second memo from Mr. Ramirez on Friday night hours in the Main Library. In order to make better use of available staff and resources in providing improved and more cost-effective library service, it is recommended that the Main Library schedule of open hours on Friday evenings be changed from the present 9:00 A.M. - 9:00 P.M. to 9:00 A.M. - 6:00 P.M. The following reasons are offered to support this recommendation: 1) public use of Main Library departments on Friday evenings is consistently low; approximately one-half the use of other nights; 2) in view of the low use, staff presently scheduled on Friday evenings can work during the day, thereby strengthening the daytime staff; 3) page and part-time librarian hours can be more effectively redistributed to bolster service on Sundays, Saturdays, and other busier weekdays; and 4) savings would be realized in the following categories of operating expense: a) energy: heat, light, power; b) telephone expense; c) materials and supplies. It was moved by Commissioner Van der Lieth, seconded by Commissioner McDonnell and unanimously approved to implement the recommendation that Mr. Ramirez made in his memo. The effective date will be December 19, 1975. There will be two weeks notice of this fact posted.

4. Mr. Ramirez reported on the condition of our support activities in relation to sorting and shelving. In recent years we have had a tremendous shortage in page and part-time librarian hours. Page hours are meant to be used for shelving, keeping our shelves in condition, and a variety of tasks that relate basically to shelving but they have also been used in a variety of unrelated tasks. Because of the shortage there is a severe backup of unshelved books, a situation where reserves which people have paid for are ineffectively and inefficiently handled, because people have to go through boxes of books to get at needed materials. The Library is pressing the CETA program people to fill those positions that are vacant now. We are working with the departments to make more effective use of the limited amount of shelving time that we have available by reassigning and redistributing work. Departments that have not suffered as badly as others are lending help to the harder-hit departments, but if all this still does not improve conditions Mr. Ramirez may have to come to the next Commission meeting with a recommendation to close the Main Library for a day in order to have the staff work on the problem of shelving. This is a last resort that, hopefully, will not have to be taken.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Vander Lieth and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of November, 1975 in the amount of \$5,915.87 be accepted.

On December 9th, a Certificate of Deposit in the amount of \$215,000 will mature and we should reinvest the money. As of last Friday, November 28th, the following time period and rate were quoted to Mr. Cerasi from the City Treasurer's Office: 6 months - 6 1/8%, 9 months - 6 1/2%, and one year - 7%. Commissioner McDonnell will discuss this matter with Commissioner Bowles and then contact Mr. Cerasi on Monday, December 8th with a recommendation.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Pelosi and unanimously approved, that the following resolution be adopted:

RESOLUTION #840

RESOLVED, that the Library Commission hereby authorizes Kevin Starr to attend the California Library County Association meeting in Los Angeles, CA, November 12-13, 1975; expenses to be paid from State travel funds, as such funds permit.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Pelosi and unanimously approved, that the following resolution be adopted:

RESOLUTION #841

RESOLVED, that the Library Commission hereby authorizes the attendance of Eunice Parker at the California Library Association

Council meeting, January 10, 1976 at Los Angeles, CA; travel expenses to be paid from State travel funds, as such funds permit.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #842

RESOLVED, that the Library Commission hereby authorizes Glenda Hooper to attend U.C. Extension Class, "Speaking In Public", January 15, 1976; expenses to be paid from City travel funds, as such funds permit.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #843

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilbert W. McNamee at the Midwinter Meeting of the American Library Association at Chicago, Illinois, to be held January 17-24, 1976; expenses to be paid from the Bay Area Reference Center funds, as such funds permit.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #844

RESOLVED, that the Library Commission accept a gift from an anonymous donor in the amount of \$290.00. Said monies to be used for the purchase of one typewriter for Registration Department.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #845

AUTHORIZING APPLICATION FOR AND ACCEPTANCE OF FEDERAL FUNDS THROUGH THE CALIFORNIA STATE LIBRARY FOR THE EXTENSION AND IMPROVEMENT OF PUBLIC LIBRARY SERVICES FOR 1976-77. (SERVICE TO SHUT-INS)

WHEREAS, the California State Library has available Federal Library Services and Construction Act funds for the extension and improvement of public library services both to geographical areas and to groups of people without adequate services; and

WHEREAS, the San Francisco Public Library is desirous of making application to the State of California for funds to extend

and improve services to the shut-in residents of San Francisco; therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept Federal Funding for 1976-77 as provided by such grants, not to exceed \$25,000, as approved by the State of California; and, be it

FURTHER RESOLVED, that this approval shall not commit the City and County to continuance beyond the period covered by said grant funds.

8. It was moved by Commissioner McDonnell, seconded by Commissioner Bowles and unanimously approved, that the following resolution be adopted:

RESOLUTION #846

AUTHORIZING APPLICATION FOR AND ACCEPTANCE OF FEDERAL FUNDS THROUGH THE CALIFORNIA STATE LIBRARY FOR CONTINUANCE OF THE CALIFORNIA VIDEO RESOURCE PROJECT FOR 1976-77.

WHEREAS, the San Francisco Public Library has received funds since 1974 under the Library Services and Construction Act administered by the California State Library for the operation of the California Video Resource Project, and

WHEREAS, the San Francisco Public Library is desirous of the continuation of the California Video Resource Project to improve library services via video and cable communications technology, and

WHEREAS, the California State Library has available Federal Library Services and Construction Act monies for fiscal year, 1976-77 for the extension and improvement of public library services both to geographic areas and to groups of people without adequate service; therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept Federal Funding for 1976-77 as provided by such grants, not to exceed \$150,000, as approved by the State of California; and, be it

FURTHER RESOLVED, that this approval shall not commit the City and County to continuance beyond the period covered by said grant funds.

9. It was moved by Commissioner McDonnell, seconded by Commissioner Vander Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #847

AUTHORIZING APPLICATION AND ACCEPTANCE OF FEDERAL FUNDS THROUGH

THE STATE LIBRARY SYSTEM FOR THE EXTENSION OF THE SAN FRANCISCO
PUBLIC LIBRARY REFERENCE DEMONSTRATION PROJECT FOR 1976-77.

WHEREAS, the San Francisco Public Library has been receiving funds since 1967 under the Library Services and Construction Act administered by the California State Library for the operation of its reference demonstration project, the Bay Area Reference Center; and

WHEREAS, the San Francisco Public Library has been named one of two Regional Resource Centers in California under the Library Services and Construction Act due to its successful operation of the above reference project; now, therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept funding for 1976-77, as provided by such grants, not to exceed \$375,000, as approved by the State of California; and, be it

FURTHER RESOLVED, that this approval shall not commit the City and County to continuance beyond the period covered by said grant funds.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER DOROTHY M. CASPER

1. It was moved by Commissioner Casper, seconded by Commissioner Bowles and unanimously approved, that the following resolution be adopted:

RESOLUTION #848

APPROVED, non-civil service temporary and recertification of temporary appointments made during the month of November, 1975.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER NANCY PELOSI

1. Commissioner Pelosi called upon Mrs. Scannell to report on the Chinatown Branch. Mrs. Scannell stated that she had met with the staff of the Department of City Planning, Office of Community Development, the Community College District and the Library to discuss a joint facility on the Chinatown Branch site, which would house Community College classrooms and the San Francisco Public Library's Chinatown Branch. There was also a community meeting where much public interest was expressed. Mrs. Scannell asked for the Commission's approval to continue preliminary plans with the Community College District. It was moved by Commissioner Pelosi, seconded by Commissioner McDonnell and unanimously approved, that the following resolution be adopted:

RESOLUTION #849

DIRECTING, the Library Administration to continue preliminary planning with the Community College District, the Department of City Planning and the Mayor's Office of Community Development in investigating the feasibility of constructing a joint facility on the Chinatown Branch site.

2. Mrs. Scannell stated that the Board of Supervisors' Finance Committee will fill some branch librarian openings, including one at Ocean View, one at Western Addition, and one at Waden. Commissioner Pelosi stated that this means the urgency we had before about new branch hours is not quite the problem that it was and we shall now have a longer time to make a more comprehensive program. She is working with Commissioners Van der Lieth and Casper, and the staff, as well as the public, to get maximum input. Also, there will be plenty of advance notice to the public of any branch hours changes. In the meantime, however, this does not permit the Library to keep the Sunday hours in the Branches. Therefore, it was moved by Commissioner Pelosi, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #850

WHEREAS, the San Francisco Public Library has now lost 66 positions and has had its page hours drastically cut; and

WHEREAS, the opening of the branch libraries on Sunday was made upon the determination that the same number of staff members would remain in our employ; and

WHEREAS, it is now impossible, with the present shortage of staff, to maintain the Sunday hours in the branch libraries; therefore, be it

RESOLVED, that the Chinatown, Excelsior, Richmond, and West Portal Branch Libraries will no longer be open on Sunday, as of December 7, 1975.

COMMUNITY AFFAIRS AND BICENTENNIAL COMMITTEE
COMMISSIONER HENRY M. BOWLES

1. Commissioner Bowles stated that he will have a complete report at the next Commission Meeting on the programs that will be going on in the Library for the Bicentennial.

LIBRARY RESOURCES AND PUBLIC RELATIONS COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. No report.

Three students from the San Francisco State University spoke to the Commission on behalf of their committee about a proposed play structure they would like to set up at the Park Branch Library. On Sunday, November 30th, members of this committee interviewed ninety residents of the Haight-Ashbury District. Out of the ninety interviewed eighty-seven were supportive of the proposed play structure. They showed the Commission the proposed structure and the design they would like to use. Commissioner Callanan asked Commissioner Pelosi to look further into this project and report to the Commission on it.

Miss Morris, Coordinator of Children's Services, added a comment in support of the project to work in closer cooperation with the Unified School District and she hoped the contributions of the Children's Librarians and the Elementary School Librarians will not be overlooked.

COMMUNICATIONS

1. Commissioner Callanan read the statement from Robert S. Meyer & Associates for consulting services for the Main Library for the month of November, 1975 in the amount of \$3,000.00.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 5:40 P.M.

Commissioner Casper and the Library Commissioners wished everyone a Merry Christmas.

The next regular meeting will be held Tuesday, January 6, 1976 at 3:30 P.M.

Respectfully submitted,



GEORGE CERASI
Secretary
Library Commission

December 2, 1975

RESOLUTION NO. ~~235~~ 848

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of November, 1975, be approved:

3602 PT Page
Laurie Cheung
Diane Lee
Jack Stone

3602 PT Page
Randall Woo
Donna Yee

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page
Leonor Bunac
Paula Foster

3602 PT Page
Elaine Lee

